

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

### PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair

Mike Fleck, Vice Chair

Norbert Dantine, Dan Haefs, Dave Kaster

### PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

**Monday, October 26, 2009**

**Following Land Conservation Mtg; Approx 5:45p.m.**

**Room 161, Ag & Extension Center**

**1150 Bellevue Street**

## Notice of Public Hearing

(Please note attached explanation of Public Hearing)

**\*\* PLEASE BRING BUDGET BOOK \*\***

**(Combined regular & budget meeting)**

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of regular meeting of September 28, 2009.
1. Review minutes of:
  - a) Bay-Lake Regional Planning Commission (August & September 2009 Activity Report).
  - b) Harbor Commission (9/14/09).
  - c) Lower Fox River and Green Bay Shoreline Waterfront Redevelopment Steering Committee Meeting (9/30/09).
  - d) Planning Commission Board of Directors (9/2/09).
  - e) Planning Commission Board of Directors Transportation Subcommittee (8/13/09).

### Communications

2. Communication from Supervisor Scray re: Request PD&T consider privatization for Planning Services for Brown County. (Referred from October County Board.)
3. Communication from Supervisor Andrews to develop a process, including a form to fill out, to articulate the factors that lead to the need for a budget transfer to cover shortfalls with a section to be filled out by our financial office indicating where funds can be taken from. This form should be presented along with the request for budget transfer, and included in our packets. (Referred from Administration Committee.)

### **Zoning**

4. Budget Status Financial Report for August 31, 2009.
5. Discussion and action regarding a request to amend/rezone an area of wetlands on tax parcel HM-398 from the Wisconsin Wetland Inventory zoning map T24N R22E, Town of Humboldt, Brown County, map received by Brown County Zoning on June 5, 1990.

### **Port/Solid Waste**

6. Port Area Budget Status Financial Report for August 31, 2009.
7. Solid Waste Area Budget Status Financial Report for August 31, 2009.
8. Director's Report.

### **Highway**

9. September 2009 Budget to Actual
10. Approval of RFP re: Highway Department Vehicle Maintenance and Inventory Management System.
11. Request for Budget Transfer (#09-83): Interdepartmental Transfer and Increase in Expenditures with Offsetting Increase in Revenue (see attached for details).

### **Highway/Planning Commission**

12. Updates on CTH GV (standing item).

### **Planning & Land Services**

13. **Planning Commission** - Budget Status Financial Report for August 31, 2009.
14. **Property Listing** - Budget Status Financial Report for August 31, 2009.
15. **Register of Deeds** - Budget Status Financial Report for August 31, 2009.

### **UW-Extension**

16. Budget Adjustment Request (#09-97): Increase in expenses with offsetting increase in revenue (see attached for details).

**Airport** No agenda items

**Land Information Office** No agenda items

17. Audit of bills.

## **BUDGET REVIEW**

### **REVIEW OF 2010 DEPARTMENT BUDGETS:**

18. **Airport** - Review of 2010 department budget.
19. **Register of Deeds** - Review of 2010 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2010 Budget Process.
20. **Highway** - Review of 2010 department budget.
21. **Planning & Land Services**
  - a. **Planning Commission** - Review of 2010 department budget.
  - b. **Property Listing** - Review of 2010 department budget.
  - c. **Zoning** - Review of 2010 department budget.
  - d. Resolution re: Approving New or Deleted Positions during the 2010 Budget Process.

22. **Port/Solid Waste** - Review of 2010 department budget.
23. **UW-Extension** - Review of 2010 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2010 Budget Process.
24. Discussion of meeting dates for November & December 2009. (Scheduled meeting dates: November 23, 2009 & December 28, 2009.)
25. Such other matters as authorized by law.

Bernie Erickson, Chair

#### Attachments

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Word97/agendas/plandev/October26\_2009(Bgt&Reg)

**PUBLIC HEARING:** Request to remove an area of wetlands from the Wisconsin Wetland Inventory zoning map T24N R22E, Town of Humboldt, Brown County, map received by Brown County Zoning on June 5, 1990.

### **PUBLIC NOTICE**

Notice is hereby given that a public hearing will be held before the Brown County Planning, Development & Transportation Committee in Room 161 of the Ag & Extension Center, 1150 Bellevue Street, Green Bay, on the **26th day of October, 2009**, at 6:30 p.m. on a request from James Ehlen to rezone areas on his property that are mapped as wetlands out of wetland and to rezone wetland areas not mapped to wetland. The Army Corps of Engineers and the Department of Natural Resources have visited the site and have concurred with these areas. It is located on Van Ess Road, in the W1/2, SW1/4, SW1/4, S29, T24N, R22E, parcel HM-398, Town of Humboldt, Brown County, Wisconsin. A sketch of the proposed wetland map change has been filed with the Brown County Clerk located at 305 E. Walnut St., Green Bay, Wisconsin.

Publication Dates: October 11, 2009  
October 18, 2009

**PROCEEDINGS OF THE BROWN COUNTY  
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, September 28, 2009 in Room 161 of the AG & Extension Center, 1150 Bellevue Street, Green Bay, WI

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**Present:** Norb Dantine, Bernie Erickson, Mike Fleck, Dan Haefs, Dave Kaster  
**Also Present:** Cathy Williquette, Judy Knudsen, Tom Miller, Chuck Lamine, C Cole Runge, Jim Wallen, Bill Bosiacki, Matt Heyroth, Tom Hinz  
Other Interested Parties

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- I. **Call Meeting to Order:**  
Meeting called to order by Chairman Bernie Erickson at 7:21 p.m.
- II. **Approve/Modify Agenda:**  
Request to take #'s 6, 7, 9, & 30 – 2010 Pre-Budget Information for Land Information Office, Planning Commission, Property Listing, and Zoning Departments together.

**Motion made by Supervisor Fleck and seconded by Supervisor Dantine to approve the agenda as amended. MOTION APPROVED UNANIMOUSLY**

- III. **Approve/Modify Minutes of August 24, 2009:**

**Motion made by Supervisor Fleck and seconded by Supervisor Kaster to approve. MOTION APPROVED UNANIMOUSLY**

1. **Review Minutes of:**
- a. **Planning Commission Board of Directors 7/21/09 & 8/5/09**
  - b. **Planning Commission Board of Directors Transportation Sub-Committee, 5/28/09**

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to receive and place on file 1a & 1b. MOTION APPROVED UNANIMOUSLY**

**Presentation:**

2. **Regional Transit Authority Presentation**
- a. **Sample Resolution re: Supporting the formation of the Greater Green Bay Regional Transit Authority:**

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to hold until October meeting.  
MOTION APPROVED UNANIMOUSLY**

**Fred Monique:**

**3. Advance Quarterly Update:**

Mr. Monique presented information relative to Advance's incubation program (attached), stating that 19 companies utilized their services during this year. He reported that 427 jobs have been created in Brown County, with the Advance incubator serving over 200 business start-ups. Monique stated that the Advance Municipal Issues Committee, in conjunction with the chief elected officials in Brown County, have been working collaboratively on state and regional issues to bring before Wisconsin state legislators and senators. Nine of the 12 state legislators and senators have attended, along with 30 local elected officials. Advance has also assisted the Austin-Straubel Airport in the application of small community air service development by providing a Letter of Guarantee for the required \$75,000 private match, and by securing 84 letters of support from the area.

Monique also addressed Brown County Economic Development, presenting a proposal that would transfer marketing and administrative tasks associated with the BC Revolving Loan Fund from the Planning & Land Services Department to Advance, stating it is felt that Advance is more recognizable in the County's economic development arena than the PLS Department. Certain activities/responsibilities would be retained by the County, and others transferred to Advance. (See attachment for details).

Discussion by the committee resulted in a directive that a written contract be prepared. Chuck Lamine stated that the County is supportive of this idea.

*(Supervisor Haefs arrived 7:33 p.m.)*

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to direct staff to prepare a written contract with Advance and bring back at the October meeting. MOTION APPROVED UNANIMOUSLY**

**Register of Deeds:**

**4. 2010 Pre-Budget Information:**

Cathy Williquette was present to address changes and challenges in the 2010 budget year. A Clerk /Typist III position in real estate reception will be eliminated from the Table of Organization. This position was vacated in 2008 and was not filled in 2009.

Williquette explained that the real estate market remains flat, making it difficult to project transfer fees which are based on the sale price of real estate sold. Even though home sales have increased 50% for first time home buyers and an overall increase is anticipated, a great number of sales will be exempt from the transfer fee. She explained that a large percentage of home sales are sell-offs of properties that Fannie Mae and Freddie Mac took back in foreclosure. Since they are government owned, their sales will be exempt from transfer fees. At this time Fannie Mae alone owns 434 homes in Wisconsin which are marketed for sale.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY**

5. **Budget Status Financial Report for July 31, 2009:**

Cost categories are within budget, with revenue received in excess of costs returned to the General Fund. Revenue is dependent on the housing market, which has decreased activity since 2006.

**Motion made by Supervisor Fleck and seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Planning & Land Services:** #'s 6,7, 9, & 30 were taken together.

**Land Information Office**

6. **2010 Pre-Budget Information:**

Chuck Lamine, Jim Wallen, & Bill Bosiacki addressed the committee relative to their individual department pre-budget information.

Lamine stated that overall there is a proposed reduction of \$78,000 in salary and fringe benefits coming from the elimination of a Senior Planner position, a person who will lose their job. Lamine explained this is the result of projects which have concluded, i.e. the Environmental Impact Statement for the Southern Bridge, a transportation grant, and a lake grant (Lily Lake). There has been reduction in development activity, regulatory review fees, all which relate to the Senior Planner position. An intern position will be added, and the Sanitary Inspector position which has been vacant, is proposed to be filled because of increased work load.

Zoning Director, Bill Bosiacki, explained that because of increased maintenance of water systems, a request is being made to increase fees from \$11 to \$16.

Policy initiatives were addressed. Due to a reduction in the Local Assistance Planning Program, it is proposed Bay Lake Regional Planning take this over. Other initiatives include coordination of Planning and Land Services regulations, update to Farmland Preservation Plan, and public education.

A 10 year update of air photos will be done by the Land Information Office (\$80,000), funds coming from land records funds and will not be levy dollars.

Jim Wallen reported that the recently purchased GPS equipment has been received and training occurred today. The equipment will increase productivity and the plan is to partner with other County departments and pursue work with the DOT.

Wallen reported there is a movement within the Department of Revenue at the state level to "gut and revamp" the entire taxation system. Instead of having individual town assessors, other options are being discussed.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file #'s 6, 7, 9, & 30.  
MOTION APPROVED UNANIMOUSLY**

7. **Planning Commission:**

**2010 Pre-Budget Information:** Refer to #6 above.

8. **Budget Status Financial Report for July 31, 2009:**

Expenditures to date are at the annual budget allocation, however, reflect a once per year payment for Bay-Lake Regional Planning Commission and Northeast Wisconsin Stormwater Consortium. Lamine added that charges to county departments do not reflect revenue from work performed for the EIS for the Southern Bridge and Arterial.

**Motion made by Supervisor Haefs and seconded by Supervisor Fleck to receive and place on file.**

**MOTION APPROVED UNANIMOUSLY**

**Property Listing:**

9. **2010 Pre-Budget Information:** Refer to #6 above.

10. **Budget Status Financial Report for July 31, 2009:**

Two employees will be taking voluntary unpaid leave which will reduce salaries and fringe benefit expenses. Land division review revenue will be down until the economy picks up, however, higher revenue than projected from the WDOT corner reimbursement is anticipated.

**Motion made by Supervisor Haefs and seconded by Supervisor Dantine to receive and place on file.**

**MOTION APPROVED UNANIMOUSLY**

**UW-Extension:**

11. **2010 Pre-Budget Information:**

Judy Knudsen reported that the UW-Extension budget will be similar to 2009. There is some savings from publications as many are now available on the web; from a Master Gardner program that is held every two years; and because of four staff who are state employees and required to take 8 days furlough.

**Motion made by Supervisor Haefs and seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY**

12. **Request for Budget Transfer (#09-78): Increase in Expenditures with Offsetting Increase in Revenue (see attached for description):**

This is a request to allocate funds received from Farm Technology Days, leftover revenue (\$2000), provided to the host county to be spent on anything related to professional development, supplies, or travel.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to approve. MOTION APPROVED UNANIMOUSLY**

13. **Director's Report:**

An updated Budget Status Report as of 8/31/09 was distributed and is attached.



Judy Knudsen highlighted activities during the last reporting period:

- UW-Extension property has been selected to be part of a Botanical Garden Walk in July 2010. A donation of plants has been received from Schroeder's Flowerland which will be planted by the Master Gardeners.
- A new 4H Club has been created which will focus on math, science, and engineering, specifically the building of robots.
- Three positions will be added through a grant from the Department of Agriculture.
- A Food Security Survey, developed by the Department of Agriculture, will be coordinated with the Green Bay Social Work Professional Students. Knudsen agreed to provide results.
- Ag Agent has been working with farmers, who are about one month behind in harvesting silage.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Airport:**

**14. Budget Status Financial Report for July 31, 2009:**

Tom Miller reported that as of the end of July all expense accounts are in line with the annual budget. While revenue is under budget, the statement does not reflect the FAA grants for the new snow removal equipment building, or the ARRA project.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**15. Director's Report (2010 Pre-Budget Information included):**

Director Miller reported that the 2010 budget is basically flat compared to 2009. An Operations Officer position will be unfunded, although left in the Table of Organization. There will be little capital outlay and there is no wish list.

Activities over the last reporting period were highlighted:

- Snow Removal Equipment Building will not be ready for occupancy until October 2010
- North/South runway project is nearing completion
- Roof on the 3<sup>rd</sup> floor of the terminal building is being replaced

Miller addressed the Chicago Bear charter which flew over Lambeau Field during the recent football game, stating that Austin Straubel does not control the air traffic, that it is the responsibility of the FAA. His understanding is that there was no violation of federal regulations.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Port & Solid Waste:**

**16. 2010 Pre-Budget Information:**

Chuck Larscheid distributed Port & Solid Waste 2010 pre-budget information (attached), stating there will be no increase in staff positions, although Brown

County has offered to staff and process Outagamie and Winnebago County's expanded HHW collection program.

On the Port side, the US Corps of Engineers reimbursement rate for dredged material disposal will increase 22 cents per yard to \$5.51.

The Waste Transfer Station Tip Fee will increase by 90 cents per ton to \$38 per ton. This is the 2<sup>nd</sup> year of a 2 year effort to bring Solid Waste operations out of losing money. (See attached report for additional details.)

**Motion made by Supervisor Fleck and seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**17. Grant Application Review (#09-36): 2010 DATCP Household Hazardous Waste Grant – Request for Approval:**

Grant dollars (\$19,000) will be used to supplement funds necessary to provide Brown County's ongoing household hazardous waste program as a supplement to the department's solid waste activities, and will supplement contract to PCI for HHW disposal fees. An additional \$6,500 will be required to be met from department funds, contributions from other sources, and revenue generative activities.

**Motion made by Supervisor Dantine and seconded by Supervisor Haefs to approve. MOTION APPROVED UNANIMOUSLY**

**18. Grant Application Review (#09-37): 2010 DATCP Prescription Drug Grant – Request for Approval:**

This grant (\$4,000) will be used to supplement educational activities associated with prescription drug collections through radio advertising and promotion. A \$3,056 match will be met through existing activities including labor and supplies.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve. MOTION APPROVED UNANIMOUSLY**

**19. Incineration Update:**

**20. Oneida Tribe Waste Gasification Project discussions with Brown County:**

**Motion made by Supervisor Kaster and seconded by Supervisor Dantine to suspend the rules and take items 19 & 20 together. MOTION APPROVED UNANIMOUSLY**

Larscheid explained that the Oneida Tribe has proposed a demonstration process which would use waste from the County's waste transfer station. Although details are not complete, Oneida plans to apply for a state grant and Brown County is working on language of support.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file #'s 19 & 20. MOTION APPROVED UNANIMOUSLY**

21. **Port Area Budget Status Financial Report for July 2009:**

An updated report was distributed and is attached.

**Motion made by Supervisor Fleck and seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY**

22. **Solid Waste Area Budget Status Financial Report for July 2009:**

An updated report was distributed and is attached.

**Motion made by Supervisor Dantine and seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY**

23. **Director's Report:**

Larscheid highlighted the following activities during the last reporting period:

- Port tonnage as of August is down 22% from 2008, coal is down 40%, limestone 30%, with salt showing an increase of 111%. Shipping is down 28%.
- Corps of Engineers will be releasing their dredge material management plan for the Port of Green Bay
- Brown County Planning Commission has been awarded a Wisconsin Coastal Management Program Grant to restart their Waterfront Redevelopment Plan
- The department has been contacted relative to the Emerald Ash borer and a possible staging area for the wood
- Gas to Energy Project at the East Landfill is receiving 70% gas, less than anticipated. The contract is being revisited.
- VandeHei property in Wrightstown continues to be looked at as a possible alternate landfill site
- Fox River clean-up process with a state supervised paper mill funded project to remove and/or cap different areas of the river.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Highway:**

24. **2010 Pre-Budget Information:**

Brian Lamers reported that staffing levels will remain the same in 2010. Other highlights include:

- \$750,000 for capital improvements using unreserved funds for parking lot, fencing, and upgrading of stormwater runoff at the Lange's Corners Shop, and also the parking lot and bin storage at the Duck Creek Shop.
- At this point, the levy will decrease \$211,000 from the previous year due to indirect cost chargebacks, building insurance, IS chargebacks, etc. General maintenance has been reduced in the areas of mowing and brush control, while the winter budget has been increased \$200,000 because of an increase in the price of salt.
- Cost of Highway projects has been increased

Challenges include a loss of storage space for equipment, that the New Franken Shop needs major improvements, along with a concern to maintain level of service. Lamers stated he has been informed that general transportation aides have been increased by \$118,000, not reflected in the projected budget.

**Motion made by Supervisor Haefs and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**25. August 2009 Budget to Actual:**

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**26. Ordinance re: Dealing with Revision of Speed Zone on County Highway A, Town of Scott:**

**Motion made by Supervisor Kaster and seconded by Supervisor Haefs to approve. MOTION APPROVED UNANIMOUSLY**

**27. Resolution re: Highway Department Change to Table of Organization: Delete (1.0 FTE) Chief Blacksmith and create 1.0 FTE 1<sup>st</sup> Mechanic:**

**Motion made by Supervisor Dantine and seconded by Supervisor Haefs to approve. MOTION APPROVED UNANIMOUSLY**

**28. Director's Report:**

A handout was distributed relative to highway employees working over 12 hours (attached).

**Motion made by Supervisor Fleck and seconded by Supervisor Dantine to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Highway/Planning Commission:**

**29. Updates on CTH GV (standing item)**

**a. Road Repair Update on GV with possible action:**

Supervisor Kaster pointed out that there are several areas on County GV which he does not think will last through the winter if they are not repaired. Most are in the southbound lane. Discussion resulted in a suggestion by Supervisor Haefs that Kaster schedule a time to view the sites with Mr. Lamers and report back to committee.

**Motion made by Supervisor Haefs and seconded by Supervisor Dantine to recommend that Supervisor Kaster go with Highway Department staff to review the spots in need of repair and bring back a report in October. MOTION APPROVED UNANIMOUSLY**

**Zoning:**

**30. 2010 Pre-Budget Information:  
(See #'s 6 above)**

**31. Budget Status Financial Report for July 31, 2009:**

Director Bill Bosiacki reported that all categories are at or near budget expectations. Permits and public charges are progressing at the anticipated rate.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

32. **Resolution re: Opposing Proposed Amendments to Wisconsin Administrative Code Chapter NR115 relating to Shoreland Zoning within the State of Wisconsin:**

**Motion made by Supervisor Dantine and seconded by Supervisor Haefs to approve opposition. MOTION APPROVED UNANIMOUSLY**

33. **Discussion and Action regarding Implementation of the POWTS Maintenance Program:**

A Power Point presentation was made by Zoning Director Bill Bosiacki and Assistant Matt Heyworth relative to Brown County POWTS Maintenance Program Options.

Option 1 – Existing system inspection on all 4467 systems recently placed on maintenance program (Determination will be based on SS145.245 completed by CTS-POWTS maintainer.

Option 2 – Brown Sheet – Determination of straight pipe or surface discharge only – no soils review

Option 3 – No action – all systems on maintenance program continue with mailing cards every three years (no determination of failure made)

Implementation Processes include:

- A. Random selection by computer
- B. Pick a municipality or municipalities per year – 13 townships, 9 villages, 2 cities – 24 total
- C. Soil Survey Analysis – based off of poor soils for in-ground systems
- D. By 12/31/2013 POWTS owners must have completed an ESI and returned to BC Zoning
- E. Do all holding tanks and mounds first

After a lengthy discussion by the committee, Supervisor Haefs stated that he was in favor of compliance. Supervisor Kaster expressed concern about the cost, estimated at \$10,000 plus and the time frame. Bosiacki explained that the time frame is simply to get the systems on a maintenance plan, however, if the system is found to be faulty the question is what plan should follow.

**Motion made by Supervisor Fleck and seconded by Supervisor Dantine to suspend the rules and allow interested parties to speak. MOTION APPROVED UNANIMOUSLY**

**Dave George – 6350 Nero Lane**

Mr. George's opinion is that there should be compliance and that it be consistent.

**Motion made by Supervisor Haefs and seconded by Supervisor Kaster to return to regular order of business. MOTION APPROVED UNANIMOUSLY**

**Motion made by Supervisor Fleck and seconded by Supervisor Kaster to recommend Option 2 - Determination of straight pipe or surface discharge only – no soils review.**

Further discussion resulted in the suggestion that once there is a determination of failure, the property owner would have one year to repair. Supervisor Kaster did not feel this was enough time. Mr. Heyworth explained the department is looking into potential loan programs through the county for people in need of financial assistance. At this time the Wisconsin Fund will pay 50% for eligible parties.

**MOTION WITHDRAWN**

Additional time for compliance was discussed with the suggestion by Supervisor Haefs that the department forward informational letters informing property owners that they are required to have a maintenance plan and that compliance will be required in the future, however, delay inspections for a year or so, allowing time to develop a financial plan.

**Motion made by Supervisor Fleck and seconded by Supervisor Kaster to approve Option 1 Option D - that POWTS owners must have completed an ESI and returned to BC Zoning by December 31, 2015 (extended from 2013); and Option 1 Suboption E - that holding tanks and mounds be completed first. MOTION APPROVED UNANIMOUSLY**

**Other:**

**34. Audit of Bills:**

**Motion made by Supervisor Fleck and seconded by Supervisor Kaster to approve payment of bills. MOTION APPROVED UNANIMOUSLY**

**35. Such Other Matters as Authorized by Law: None**

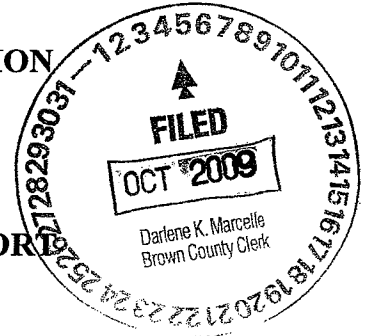
**Motion made by Supervisor Fleck and seconded by Supervisor Dantine to adjourn at 11:00 p.m. MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

Rae G. Knippel  
Recording Secretary

**BAY-LAKE REGIONAL PLANNING COMMISSION**  
**441 SOUTH JACKSON STREET**  
**GREEN BAY, WI 54301**  
**[www.baylakerpc.org](http://www.baylakerpc.org)**  
**AUGUST 2009**

**MONTHLY WORK PROGRAM ACTIVITY REPORT**  
**By County**



**BROWN COUNTY**

- On August 4<sup>th</sup> and 10<sup>th</sup>, Natural Resources Planner met with the Neville Public Museum and representatives from the Niagara Ledge AVA wineries to begin planning a 2010 Niagara Escarpment WineFest to recognize the "Month of the Niagara Escarpment" and help bring tourism dollars to Brown County.
- Commission staff met with NeighborWorks Green Bay on August 5<sup>th</sup> to discuss possible opportunities for collaboration.
- On August 12<sup>th</sup>, Commission staff met with Brown County Planning staff and East Central RPC staff to review the Fox-Wisconsin Heritage Corridor plan and maps.
- Commission staff participated in a meeting of the Brown County Planning Commission Transportation Subcommittee the morning of August 13<sup>th</sup>.
- On August 18<sup>th</sup>, Commission staff met with the Village of Wrightstown Board to discuss the Commission's experience and capabilities for providing planning assistance to the village.
- On August 19<sup>th</sup>, the Natural Resources Planner submitted the Oneida Nation of Wisconsin Multi-Hazard Mitigation Plan to FEMA and WEM for review.
- On August 20<sup>th</sup>, the Community Planner attended the Brown County Municipal Foresters EAB Work Group held at the WDNR Green Bay office.
- On August 21<sup>st</sup>, the Regional Transportation Planner conducted a town road pavement condition survey for the Town of Green Bay. A report on the condition of the town's roads will be prepared and submitted to the Wisconsin Department of Transportation.

**DOOR COUNTY**

- Commission staff met with the Town of Gardner Planning Committee on August 17<sup>th</sup>, to review a preliminary draft of the town's Future Land Use Map and Comprehensive Plan.

**FLORENCE COUNTY**

- On August 5<sup>th</sup>, the Principal Planner provided the Florence County Planning and Zoning Committee an update on the county's comprehensive plan development process.
- Commission staff continued to work on the development of *Florence County 20-Year Comprehensive Plan* as well as the six local community plans. Commission staff facilitated planning sessions on August 11<sup>th</sup> and August 19<sup>th</sup> to continue work on their comprehensive plans.
- The Community Planner along with UW-Extension staff submitted a pre-proposal for the USDA Forest Service State & Private Forestry Redesign Competitive Initiative. The pre-proposal is to use Florence County as a pilot project for conducting a county level forest sustainability framework.

## KEWAUNEE COUNTY

- During June, the Commission continued to provide assistance to the towns of Casco, Franklin, Lincoln, and Red River with questions regarding their respective zoning ordinances.
- Commission staff continued working on a project plan amendment for the Village of Luxemburg's Tax Incremental Financing District #1. A Joint Review Board meeting was held on August 18<sup>th</sup> and a Public Hearing facilitated by the village's Plan Commission took place on August 24<sup>th</sup>.

## MANITOWOC COUNTY

- Commission staff assisted three communities with their open houses in the Southern Planning Cluster in August. These communities were the Village of St. Nazianz (August 17<sup>th</sup>), the Town of Liberty (August 19<sup>th</sup>), and the Town of Schleswig (August 27<sup>th</sup>). A Plan Commission meeting was held after each open house to include a public hearing regarding each community's 20-Year Comprehensive Plan.
- Commission staff facilitated a meeting of the Town of Meeme Plan Commission on August 24<sup>th</sup>. The town is scheduled to begin a 30 day comment period on its draft 20-Year Comprehensive Plan in late September.
- A full draft 20-Year Comprehensive Plan was released for a 30 day public comment period for the Town of Eaton on August 26<sup>th</sup>.
- Commission staff facilitated a meeting of the Manitowoc County Planning Advisory Committee (MCPAC) on August 25<sup>th</sup> as part of the Manitowoc County multi-jurisdictional planning process. Principal agenda items addressed at this meeting included: continued review of draft county plan goals, objectives and policies; review of the countywide future land use map; and presentation of Chapters 3 (Future Land Use Plan) and 4 (Implementation) of Volume I of the *Manitowoc County 20-Year Comprehensive Plan*. Review of Chapters 1 (Introduction) and 2 (Issues and Opportunities) of the countywide plan were also scheduled to be reviewed at this meeting, but this was postponed to the September meeting due to a lack of time.
- Commission staff assisted three communities with their open houses in the Northwest Planning Cluster in August. These communities were the Town of Maple Grove (August 17<sup>th</sup>), the Village of Reedsville (August 18<sup>th</sup>), and the Village of Whitelaw (August 24<sup>th</sup>). A Plan Commission meeting was held after each open house to include a public hearing regarding each community's 20-Year Comprehensive Plan.
- Work continued on the Maritime Metro Transit Development Program (TDP) in August. Commission staff prepared maps and accompanying narrative that discuss (1) route segments with zero boardings and alightings, and (2) locations along all routes with an unusually high number of boardings and alightings where passenger shelters may be justified; these items were added to Chapter 6 of the TDP (Route Ridership Patterns) in early August. The Maritime Metro TDP Review Committee met to review the remaining boarding and alighting survey findings on August 19<sup>th</sup>. Commission staff also continued to tabulate results of the passenger opinion survey throughout the month of August.
- During the last month, the Natural Resources Planner continued the development of a FEMA grant application to fund a large flood control/stormwater management project in the City of Manitowoc.



## MARINETTE COUNTY

- The Commission staff completed and mailed out review copies of the comprehensive plans for the Town of Stephenson and the Village of Crivitz
- Committee to review progress on the County Comprehensive Plan.
- On August 3<sup>rd</sup>, the regional Transportation Planner presented the City of Marinette (*revised*) Code of Ordinances to the City Council for adoption.
- On August 4<sup>th</sup>, the Regional Transportation Planner met with the Town of Beaver Planning Committee to continue development of their comprehensive Plan.
- On August 4<sup>th</sup>, the Natural Resources Planner held a Public Hearing for Town of Dunbar 20-Year Comprehensive Plan at the Town Hall.
- On August 11<sup>th</sup>, the Natural Resources Planner held a Public Hearing for Town of Pembine 20-Year Comprehensive Plan at the Town Hall.
- On August 11<sup>th</sup>, the Regional Transportation Planner met with the City of Niagara to continue development of their Comprehensive Plan.
- On August 12<sup>th</sup>, the Natural Resources Planner held an Open House and Public Hearing for Town of Niagara 20-Year Comprehensive Plan at the Town Hall.
- On August 13<sup>th</sup>, the Regional Transportation Planner facilitated an *open house* for the Village of Wausaukee at which the village's draft *Comprehensive Plan* was presented for public review and comment.
- On August 13<sup>th</sup>, the regional Transportation Planner met with the Village of Wausaukee Plan Commission. After conducting a public hearing, the Plan Commission recommended adoption of the *Village of Wausaukee 20-Year Comprehensive Plan*.
- On August 17<sup>th</sup>, the Natural Resources Planner held an Open House and Public Hearing for Town of Goodman 20-Year Comprehensive Plan at the Town Hall.
- On August 17<sup>th</sup>, the Regional Transportation Planner met with the Town of Wausaukee Plan Committee to continue development of their comprehensive Plan.
- On August 18<sup>th</sup>, Commission staff met with the Marinette County Comprehensive Plan Advisory Committee (MCCPAC) at which draft elements of the plan were presented for review.
- During the last month, Commission staff, continued work on the development of the Marinette County Comprehensive Plan.

## OCONTO COUNTY

- Commission distributed a final draft of the *Oconto County Multi-Hazards Mitigation Plan* to encourage public review and comment. Two Open Houses (Suring and Oconto) were held on August 26<sup>th</sup> to allow the public to review this important document.

## SHEBOYGAN COUNTY

- On August 4<sup>th</sup>, the Community Planner participated in the Sheboygan County Emerald Ash Borer (EAB) Work Group. As of August 21<sup>st</sup>, the interns finished the tree inventory for the county.
- On August 11<sup>th</sup>, Commission staff participated in a meeting of the Sheboygan County Smart Growth Implementation Committee.

- Commission GIS Staff assisted the Sheboygan County Planning Department with GIS land use data to be used for the Sheboygan County Comprehensive Plan.
- Commission staff facilitated a joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees on August 27<sup>th</sup>. Principal agenda items addressed at this meeting included: review and recommendation of approval of Amendment #3 to the street and highway component of the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2008 - 2011*, and an update on WisDOT Northeast Region and MPO planning activities. Commission staff received authorization to process a minor amendment to the 2008 – 2011 TIP that would finance the reconstruction of a segment of Taylor Drive in the City of Sheboygan through American Recovery and Reinvestment Act (ARRA, or Stimulus) funds at this meeting.
- On August 31<sup>st</sup>, Commission staff participated in a meeting of the Land Use Sub-Committee of the Sheboygan County Smart Growth Implementation Committee.
- Commission staff began preparations for boarding and alighting and passenger opinion surveys for Sheboygan Transit that will be conducted this fall. Most of the work in August involved development of survey instruments for the boarding and alighting survey. Staff also began seeking comment on the previous passenger opinion survey instrument (so that adjustments can be made) from Sheboygan Transit staff and from other interested parties in August. Staff prepared an estimate of the number of hours it would take to conduct each survey, and also prepared a request for proposals (RFP) that was scheduled to be distributed to eight temporary employment firms based in the Sheboygan area in early September.
- During the month of August, the Natural Resources Planner began developing a FEMA Unified Hazard Mitigation Assistance grant application for the City of Sheboygan to update their Multi-Hazard Mitigation Plan.
- During the month of August, Commission staff continued preliminary work towards the development of an update to the *Sheboygan Urbanized Area Sewer Service Area Plan*.

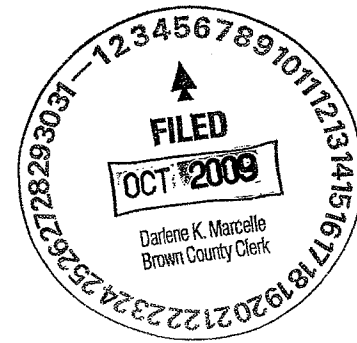
#### MULTI-COUNTY/REGIONAL

- On August 5<sup>th</sup> and 6<sup>th</sup>, Commission staff attended the Pedestrian Safety Action Plan Workshop. The purpose of the workshop was to help community develop a pedestrian safety action plan.
- The Principal Planner attended a meeting on August 6<sup>th</sup> of regional economic development professionals to discuss ways to support the region's shipbuilding cluster.
- On August 12<sup>th</sup>, Commission staff helped facilitate a meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) at the Commission office. The charge of this committee is "to coordinate and develop a regional committee to systematically address access to transportation for at-risk populations with special needs." Generally, counties covered by the Bay-Lake and East Central Wisconsin RPC regions are represented on this committee.
- On August 12<sup>th</sup>, Commission staff attended a training to use Pavement and Surface Evaluation Rating (PASER) and Wisconsin Information System for Local Roads (WISLER) to manage roads.
- On August 12<sup>th</sup>, the Principal Planner participated in the Northwoods Economic Steering Committee meeting to make final arrangements for the Northwoods Summit V to be held October 6<sup>th</sup> at the Four Seasons.
- The Principal Planner attended to quarterly International Trade Advisory Committee meeting on August 14<sup>th</sup> to discuss workshops and other initiatives to promote international trade options for area companies.

- On August 20th, the GIS Coordinator participated on a conference call with the Wisconsin Geographic Information Coordination Council (WIGICC).
- On August 20<sup>th</sup>, the Executive Director coordinated a meeting of the Association of Wisconsin Regional Planning Commissions (AWRPC) at the Wisconsin Counties Association (WCA) offices. The AWRPC and WCA will be hosting a Regional Planning Commission Day at the Capitol in November.
- The Economic Development Advisory Committee (EDAC) meeting was facilitated by the Principal Planner on August 20<sup>th</sup> to review and prioritize community economic development projects submitted by communities and counties in the Bay-Lake Region.
- On August 28<sup>th</sup>, the Natural Resources Planner participated in a Joint Lake Michigan Academy and Lake Michigan Forum webinar.
- During the month of August, the Natural Resources Planner continued work on the development of Environmental Corridor mini-posters/brochures under National Association of Regional Councils (NARC) funding.
- Throughout August, the Natural Resources Planner conducted sewer service area reviews for the Sheboygan Urbanized Area Sewer Service Area, the Manitowoc-Two Rivers-Mishicot Urbanized Area Sewer Service Area, and the Marinette Areawide Sewer Service Area.
- During the last month, Commission staff printed the Green Bay East Shore Public Access Inventory report for distribution.

**BAY-LAKE REGIONAL PLANNING COMMISSION**  
**441 SOUTH JACKSON STREET**  
**GREEN BAY, WI 54301**  
[www.baylakerpc.org](http://www.baylakerpc.org)  
**SEPTEMBER 2009**

**MONTHLY WORK PROGRAM ACTIVITY REPORT**  
**By County**



**BROWN COUNTY**

- On September 3<sup>rd</sup>, the Natural Resources Planner participated in a meeting of the Lower Fox Basin Partnership in Green Bay.
- Commission staff met with NeighborWorks Green Bay on September 4<sup>th</sup> to continue discussing possible opportunities for collaboration.
- On September 4<sup>th</sup>, Commission staff met Sarah Burdette, Clerk/Administrator, for the Town of Ledgeview to discuss the Commission's experience and capabilities for providing planning assistance to the town in 2010.
- On September 8<sup>th</sup>, Natural Resources Planner met with the Neville Public Museum and representatives from the Niagara Ledge AVA wineries to begin planning a 2010 Niagara Escarpment WineFest to recognize the "Month of the Niagara Escarpment" and help bring tourism dollars to Brown County.
- On September 17<sup>th</sup>, Commission staff conducted a field review, with Brown County Parks and County Planning staff, of a parcel of land along the Niagara Escarpment in the Town of Rockland to determine the site's potential for public use.
- Commission staff met with Brown County Planning staff on September 22<sup>nd</sup> to continue discussion on potential 2010 projects.
- Commission staff participated in a meeting of the Brown County Shoreline Waterfront Redevelopment Steering Committee on September 30<sup>th</sup>.

**DOOR COUNTY**

- Commission staff met with the newly formed Town of Gardner Plan Commission on September 22<sup>nd</sup>, to review and approve the draft *Town of Gardner 20-Year Comprehensive Plan*.

**FLORENCE COUNTY**

- Commission staff continued to work on the development of *Florence County 20-Year Comprehensive Plan* as well as the six local community plans. Commission staff facilitated an Intergovernmental Cooperation Workshop on September 8<sup>th</sup> with results of the discussion to be included in the comprehensive plans.
- Commission staff assisted Florence County UW-Extension with GIS questions regarding geology GIS datasets for the County.

## KEWAUNEE COUNTY

- On September 8, 2009, the Regional Transportation Planner met with the Town of Red River Zoning Administrator and the secretary of the Town's Plan Commission to continue review and revision of the town's zoning ordinance.
- Commission staff continued working on a project plan amendment for the Village of Luxemburg's Tax Incremental Financing District #1. The final Joint Review Board meeting was held on September 15<sup>th</sup> to approve the plan.
- Commission GIS staff met with the Town of Casco Zoning Administrator to update the Town's Zoning Map.
- Staff is assisting the County in submitting a Wisconsin Urban Forestry Grant for an EAB Readiness Plan.

## MANITOWOC COUNTY

- The Principal Planner met with Ken Stubbe and Peter Tillman on September 28<sup>th</sup> to discuss a potential EDA project which involves a multi-partner business incubator and innovation center.
- On September 2<sup>nd</sup>, Commission staff met with the Village of Cleveland Plan Commission to continue the development of an Official Map for the village.
- Commission staff facilitated a meeting of the Manitowoc County Planning Advisory Committee (MCPAC) on September 23<sup>rd</sup> as part of the Manitowoc County multi-jurisdictional planning process. Principal agenda items addressed at this meeting included: distribution and review of draft Volume I of the *Manitowoc County 20-Year Comprehensive Plan*, final plan review schedule, and open house dates to present Volume I of the *Manitowoc County 20-Year Comprehensive Plan* to the public.
- In the Northwest Planning Cluster, Commission staff assisted the Town of Rockland Plan Commission with its open house and public hearing on September 9<sup>th</sup>. A Plan Commission meeting was held after this open house, including a public hearing regarding the town's 20-Year Comprehensive Plan.
- Commission staff assisted five communities with their open houses in the Lakeshore Planning Cluster in September. These communities were the Town of Manitowoc (September 8<sup>th</sup>), Village of Francis Creek (September 16<sup>th</sup>), Town of Two Rivers (September 17<sup>th</sup>), Town of Gibson (September 29<sup>th</sup>), and the Village of Maribel (September 30<sup>th</sup>). A Plan Commission meeting was held after each open house, including a public hearing regarding the community's 20-Year Comprehensive Plan.
- In the Southern Planning Cluster, Commission staff assisted the Town of Eaton with its open house and public hearing on September 28<sup>th</sup>. A Plan Commission meeting was held after this open house, including a public hearing regarding the town's 20-Year Comprehensive Plan. In addition, Commission staff released the *Town of Meeme 20-Year Comprehensive Plan* for a 30-day comment period on September 28<sup>th</sup>.
- On September 15<sup>th</sup>, Commission staff participated in a meeting (via teleconference) with the Manitowoc County team that participated in the Mobility Planning Services (MPS) Institute sponsored by Easter Seals Project ACTION in Washington, D.C., in April of 2008. Easter Seals Project ACTION staff facilitated the teleconference, asked team participants about progress made on the county's Mobility Action Plan, and offered to provide technical assistance to the county in the future as needed.
- Work continued on the Maritime Metro Transit Development Program (TDP) in September. The Commission's Administrative Assistant completed the tabulation of results from the passenger opinion survey in early September, and Commission staff prepared Chapter 5 of the TDP (Ridership

Opinion) during the first half of September. The Maritime Metro TDP Review Committee met on September 16<sup>th</sup>; major agenda items addressed at this meeting included: final questions and comments on Chapter 6 of the TDP (Route Ridership Patterns); distribution and review of draft Chapter 5 of the TDP (Ridership Opinion); and preliminary discussion of service and routing changes that should be examined in Chapter 9 of the TDP (Alternatives Analysis).

- During the last month, the Natural Resources Planner continued the development of a FEMA grant application and/or a CDBG grant application to fund a large flood control/stormwater management project in the City of Manitowoc.

### **MARINETTE COUNTY**

- On September 1, the Regional Transportation Planner met with the Town of Beaver Planning Committee to continue development of their comprehensive Plan.
- On September 10<sup>th</sup>, the Commission facilitated an *open house* for the Village of Crivitz at which the village's draft *Comprehensive Plan* was presented for public review and comment. After conducting a public hearing, the Plan Commission recommended adoption of the *Village of Crivitz 20-Year Comprehensive Plan*.
- On September 16<sup>th</sup>, the Regional Transportation Planner met with the City of Marinette Transportation Coordination Committee to review operations of the City's Shared-Ride Taxi Transit Service. At this meeting, the Committee directed the Regional Transportation Planner to initiate development of the 2010 application for Federal and State assistance to operate the transit service.
- On September 17<sup>th</sup>, the Regional Transportation Planner met with the City of Niagara to continue development of their Comprehensive Plan.
- On September 9<sup>th</sup>, the Regional Transportation Planner met with the Town of Stephenson Plan Commission and Town Board. After conducting a public hearing, the Town Board adopted the *Town of Stephenson 20-Year Comprehensive Plan*.
- On September 21<sup>st</sup>, Commission staff met with the Marinette County Comprehensive Plan Advisory Committee (MCCPAC) in Crivitz, at which draft elements of the plan were presented for review.
- On September 22<sup>nd</sup>, the Regional Transportation Planner met with the Town of Wausaukee Plan Committee to continue development of their comprehensive Plan.
- During the last month, Commission staff, continued work on the development of the Marinette County Comprehensive Plan.

### **OCONTO COUNTY**

- The Principal Planner met with the Oconto County Emergency Management Committee on September 10<sup>th</sup> to discuss the draft *Oconto County Multi-Hazards Mitigation Plan* and to answer any questions the committee had on the plan and the process in which it was drafted.
- On September 1, Regional Transportation Planner met with a representative of the Town of Riverview and conducted an assessment of the town's paved road surfaces. A survey of the town's paved road surfaces was conducted and the report was presented to the town.

### **SHEBOYGAN COUNTY**

- During the month of September, the Natural Resources Planner developed FEMA Unified Hazard Mitigation Assistance grant application for the City of Sheboygan to update their Multi-Hazard Mitigation Plan.

- On September 2<sup>nd</sup> and September 8<sup>th</sup>, Commission staff participated in meetings of the Sheboygan County Smart Growth Implementation Committee and Land Use Sub-Committee to review draft chapters of the Sheboygan County Comprehensive Plan.
- Commission staff participated in a meeting of stakeholders for the State Highway 23 Freeway Designation and Corridor Preservation Study on September 9<sup>th</sup>. The meeting was held at the City of Plymouth Fire Department, and was sponsored by the WisDOT Northeast Region.
- Commission staff prepared a draft *2010 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* in early September, and submitted this draft document to Wisconsin Department of Transportation (WisDOT) and Federal Highway Administration (FHWA) Wisconsin Division staff on September 10<sup>th</sup>. Commission staff met with WisDOT and FHWA staff to review the draft MPO Work Program (via teleconference) on September 17<sup>th</sup>.
- The Commission approved a minor amendment to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2008 – 2011* at its meeting on September 11<sup>th</sup>. This minor amendment would finance the reconstruction of a segment of Taylor Drive in the City of Sheboygan through American Recovery and Reinvestment Act (ARRA, or Stimulus) funds. Commission staff transmitted the approved minor amendment to appropriate state and federal officials on September 21<sup>st</sup>, and WisDOT approved the minor amendment in a letter dated September 24<sup>th</sup>.
- Commission staff facilitated a joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees on September 24<sup>th</sup>. Principal agenda items addressed at this meeting included: distribution and approval of the draft *2010 Sheboygan Metropolitan Planning Area Transportation Planning Work Program*; an update on the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2010 - 2013*, and an update on WisDOT Northeast Region and MPO planning activities.
- Commission staff continued preparations for boarding and alighting and passenger opinion surveys for Sheboygan Transit that will be conducted this fall. A request for proposals (RFP) was sent to eight (8) Sheboygan area temporary employment agencies in early September. Commission staff heard from two (2) of the firms, evaluated the firms, and selected a firm to assist with survey administration by late September. A contract was drafted between the Commission and the selected temporary employment agency, and the other agency was also notified that it was not selected for the effort. Staff continued development of survey instruments for the boarding and alighting survey, and sequenced the boarding and alighting surveys to prepare for survey day. Staff also met with the Director of the Sheboygan Parking and Transit Utility the afternoon of September 11<sup>th</sup> in an effort to revise the passenger opinion survey instrument. The boarding and alighting survey is scheduled to be administered on October 6<sup>th</sup> (with a short training session the afternoon of October 5<sup>th</sup>). The passenger opinion survey is scheduled to be administered on October 13<sup>th</sup> (with a short training session on October 12<sup>th</sup>).

#### **MULTI-COUNTY/REGIONAL**

- The Principal Planner met with staff from ADVANCE and New North, Inc. on September 2<sup>nd</sup> to discuss the results collected during a recent survey conducted on the amount of money local organizations are spending on external marketing of the region.
- The Natural Resources Planner attended WEM/FEMA training on Benefit-Cost Analysis in Madison on September 1<sup>st</sup> and 2<sup>nd</sup>.
- On September 3<sup>rd</sup>, the Natural Resources Planner participated in a webinar on Great Lakes Funding.

- The Bay-Lake Regional Planning Commission hosted the WCMP RFP workshop on September 9<sup>th</sup>.
- Commission staff met with Adam Warpinski of Representative Steve Kagen's staff on September 9<sup>th</sup> to discuss local and regional projects and the potential federal funding sources for those projects.
- On September 15<sup>th</sup>, the Executive Director moderated a session entitled "Making the Most of Your Regional Planning Commission" at the Wisconsin Counties Association Annual Conference in LaCrosse.
- Commission staff participated in a meeting concerning progress on the WisDOT Northeast Region travel demand forecast model at the WisDOT Northeast Region office the morning of September 16<sup>th</sup>.
- Commission staff participated in a meeting of the Wisconsin Department of Natural Resources' Bureau of Air Management's Transportation Conformity Work Group (via teleconference) the afternoon of September 16<sup>th</sup>.
- On September 17<sup>th</sup>, the GIS Coordinator participated on a conference call with the Wisconsin Geographic Information Coordination Council (WIGICC).
- The Commission hosted the Niagara Escarpment Resource Network quarterly meeting on September 18<sup>th</sup>.
- The Principal Planner attended the annual fall WEDA conference from September 23<sup>rd</sup> -25<sup>th</sup> at the Metropolis Hotel in Eau Claire.
- The Executive Director gave a presentation on Green Infrastructure at the State of the Lake Michigan Conference on September 29<sup>th</sup> in Milwaukee.
- The Commission hosted a meeting of the Niagara Escarpment Cuesta Tourism committee on September 30<sup>th</sup> to review activities related to publicizing the 2010 Year of the Escarpment.
- On September 22<sup>nd</sup> the Community Planner participated in a teleconference with professionals across the state to discuss the Wisconsin's Forest Sustainability Framework and the applicability of using criteria and indicator assessments at the county and local levels.
- On September 24<sup>th</sup>, Commission staff attended the Wisconsin Working Lands Training in Oshkosh.
- On September 28<sup>th</sup>, the Natural Resources Planner participated in a Joint Lake Michigan Academy and Lake Michigan Forum meeting in Milwaukee.
- Under EPA funding, the Natural Resources Planner attended the State of the Lake Michigan (SOLM) Conference in Milwaukee September 29<sup>th</sup> to October 1<sup>st</sup>. The Executive Director attended the SOLM conference on September 29<sup>th</sup> and gave a presentation on environmental corridors/green infrastructure planning in the Bay-Lake Region.
- The GIS Coordinator continued to work on the Special Wetlands Inventory Study (SWIS) GIS project. A UW-Green Bay student intern is scanning wetland slides into a digital format for this project.
- The GIS Coordinator completed GIS internet mapping work for the NEIEN Challenge Grant. This project allowed the Commission to take land use inventories on the Commission's ArcIMS internet mapping site and make them streamable into GIS applications using WMS and WFS services.
- During the month of September, the Natural Resources Planner completed Environmental Corridor mini-posters/brochures and a website under National Association of Regional Councils (NARC) funding. The mini-posters were mailed to every community in the Region.



- Throughout September, the Natural Resources Planner conducted sewer service area reviews for the Sheboygan Urbanized Area Sewer Service Area, the Manitowoc-Two Rivers-Mishicot Urbanized Area Sewer Service Area, and the Marinette Areawide Sewer Service Area.
- The GIS Coordinator continued to work with the National Park Service and TPS Core Team on GIS mapping for the Trail Way Protection Strategy Plan for Sheboygan, Manitowoc and Kewaunee Counties.

**PORT AND SOLID WASTE DEPARTMENT**

*Brown County*

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950

FAX: (920) 492-4957

**Approved:**

9.14.2009

**CHARLES J. LARSCHIED**

**PORT AND SOLID WASTE DIRECTOR**

**PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION**

A meeting was held on Monday, **SEPTEMBER 14, 2009**, 11:30AM  
at Holiday Inn – City Centre, Green Bay, WI.

The meeting was officially called to order by President McKloskey at 11:30AM.

**1) Roll Call:**

Present: President Neil McKloskey  
Commissioner John Gower (arrived at 11:45am)  
Commissioner Ron Antonneau  
Commissioner Craig Dickman  
Commissioner Hank Wallace  
Commissioner Bill Martens  
Commissioner John Hanitz

Excused: Commissioner Bernie Erickson  
Vice-President Tom Van Drasek

Also Present: Dean Haen, Brown County Port & Solid Waste  
Tony Walter, Green Bay Press-Gazette  
Aaron Schuette, Brown County Planning  
Kristen Paquet, Leonard & Finco

**2) Approval/Modification – Meeting Agenda**

**A motion to approve the meeting agenda was made by Ron Antonneau and seconded by Hank Wallace.** Unanimously approved.

**3) Approval/Modification – July 20, 2009 Meeting Minutes**

**A motion to approve the minutes of the July 20, 2009 meeting was made by Ron Antonneau and seconded by Bill Martens.** Unanimously approved.

**4) Trail Easement – Request for Approval**

The Commission requested additional information before making a decision on the City of Green Bay's request for a trail easement along the Bay Port CDF property. The Commission asked for: 1) an update on the current status of Renard Island with regards to the City of Green Bay; 2) cost estimates for a boardwalk should an easement not be granted by Brown County; 3) finalization of any other outstanding issues with the City; 4) viability of obtaining any financial compensation from the City; and 5) willingness of the City of Green Bay to work cooperatively with Brown County including a 50/50 split of any cost savings.

**A motion to table the City of Green Bay's request for a trail easement at the Bay Port property pending further review was made by Ron Antonneau and seconded by Craig Dickman.** The request will be brought back to the Commission at the December 14, 2009 meeting. Also the City of Green Bay is be notified that the matter has been tabled for three months pending the outcome of the above-stated issues. Unanimously approved

5) Budget Transfers – Request for Approval

The New World Financial System being implemented by Brown County was explained to the Commission. The new system documents both the expenses and revenues and has "ceilings" on the funds/accounts. Once in place, the system is expected to provide better tracking and management of department budgets. Under this new system, until a budget transfer is approve, some accounts are frozen and bills cannot be paid because the "ceilings" in those accounts have been met. The budget transfer request adjustments are for: webcam (Homeland Security Grant); additional tipping fee revenue; legal fee reimbursement; aerial photographs of Port; H<sub>2</sub>O membership; Bylsby delineation work, rental income & expenses; Renard Island engineering, legal fees & professional services; income from 217 activities; extended work season of six weeks at Bay Port which resulted in additional operational costs. The budget transfers have been approved by Planning, Development & Transportation. An annual review of the budget and performance will be available year-end.

**A motion to approve the budget transfers was made by Ron Antonneau and seconded by Hank Wallace.** Unanimously approved.

6) Harbor Fee & Terminal Operator Meeting Results – Request for Approval

A meeting to set policy for use of Harbor Fee funds was held recently. Only two of the thirteen terminal operators attended along with representatives from Leonard & Finco who provided an update on the Strategic Communication Plan as well as future plans. It was agreed to allocate \$30,000 year one and \$35,000 each of the next 2 years for the Strategic Communication Plan with all remaining funds to be used for Brown County's share of the Cat Island project. Brown County needs to secure Cat Isle funding before a cooperative project agreement can be signed. The amount of Brown County's contribution is dependant on the State's Harbor Assistance Program grant. If awarded, this would be an 80%/20% cost share (NRDA funds of \$800,000, Harbor Fee funds of \$450,000 and the balance from harbor dredging (\$500,000) to obtain the \$1.7M local share contribution needed). If Brown County can meet the financial obligation of the entire \$34M project then all options will be covered should the project be done in increments. The U.S. Army Corps of Engineers (USACE) has requested \$9M from the Great Lakes Restoration Initiative through the Environmental Protection Agency (EPA) for work on the spine and first island of the Cat Island chain. The USACE has an anticipated start date of 2012, however work may begin sooner depending on whether the grant is received. A summary of the meeting was sent to all Terminal Operators.

**A motion was made by Hank Wallace and seconded by Ron Antonneau to approve allocating all Harbor Fee funds as part of the financial contribution as required on the restoration project of the Cat Island Chain, with the exception of up to \$35,000 annually being used for the Strategic Communication Plan.** Unanimously approved.

7) Strategic Plan Subcommittee - Update

The Strategic Plan Subcommittee to date has finalized the Mission Statement and Vision of the Strategic Plan. It is still anticipated that the Plan will be complete by year end. A draft copy of the Plan was distributed at the meeting. The next meeting is scheduled for

September 28, 2009, 11am at the Brown County Materials Recycling Facility. Any feedback, suggestions or comments from the commissioners is welcome.

8) Great Lakes Restoration Initiative - Update

The USACE submitted a \$9M request with the U.S. Environmental Protection Agency (EPA) to build the spine and the first island on the Cat Island project. Unfortunately the EPA does not have any authority to disseminate money so they give it to other Federal agencies to disseminate. If the USACE receives the money Brown County is still responsible for meeting the local cost-share of 35%. Brown County's initial match requirement for the Great Lakes Restoration initiative for Cat Island would be 25% or \$3M which would be less than the cost share required by the State. The Commission discussed whether the Cat Islands would be suitable for human use, similar to those discussed for Renard Island. This might be a possible revenue source for Brown County in the future although it was noted that no physical structures could be put on the islands. The total acreage of the three islands is approximately 272 acres.

9) Brown County Planning Dept. Waterfront Redevelopment Plan - Update

The Brown County Planning Department began working on a waterfront plan several years ago but it was subsequently put on hold. The Planning Department will begin work again on the redevelopment plan as a contract and funding have been received. The plan will encompass the area from the mouth of the river all the way up river to the St. Norbert College area. The plan will address what can be done, what plans are out there now, and the coordination of plans. The plan consists of three components: 1) economic development, 2) environmental sustainability, and 3) cultural or social aspects. The Plan strives for a balance among those three components but hopes to capitalize on the Port of Green Bay as an urban theatre. Noted was Brown County's vested interest in what happens along the river. A kickoff meeting is tentatively scheduled for September 30<sup>th</sup>. Upon completion and approval the Waterfront Redevelopment Plan will be an amendment to the Brown County Comprehensive Plan. The Commission will be kept apprised of progress.

10) Fox River Clean-up - Update

Since a meeting in July, the EPA and WDNR seem unwilling to continue discussions with Brown County on navigational and environmental dredging issues. Decisions on dredging are being made based on data collected in 2004 which is irrelevant since additional dredging has taken place every year since 2004. Dredging is being allowed at the mouth of the river, however dredging at the East River turning basin and Fort Howard turning basin are still areas of contention. Since completion of the Fox River Clean-up Project is not anticipated until 2016, this will most likely continue to be an ongoing issue. Although the Port of Green Bay has USACE authorization to dredge, the U.S. Department of Justice has final authority.

After further discussion on the navigational channel, turning basins and dredging, the Commission directed staff to send a certified letter to the EPA and WDNR to make them aware that these issues discussed by the Harbor Commission. The Commission would like it known that there is great concern about the impact that the lack of action has on the economic viability of the Port especially during these difficult economic times. If a response is not received within 30 days, the Commission is prepared to take more aggressive and more formal action to drive towards some sort of resolution or increase focus on these issues. The Commission suggested inviting representatives from the EPA and WDNR to the next Harbor Commission meeting.

11) Director's Report

- *Ballast Water*

Rep. Molepski introduced Bill 360 to regulate ballast water in the state. The WDNR is also working on administrative rules for ballast water. After 8 years, the USCG has come out with a draft rule to regulate ballast water on a national level and is out for public comment for 90 days. It is imperative that the proposed Bill 360 be set aside and that the WDNR halt their progress on a State ballast water rule. Having a separate State ballast water rule different from the USCG will only hurt Wisconsin businesses. Rep. Soletski was a cosigner of Bill 360. The Commission suggested Rep. Nelsen and Rep. Soletski be asked to request removal of Bill 360 in support of a national ruling by the USCG.

- *EPA Air Emission Rules*

The EPA air emission rule (which is preliminary at this time) would prevent ships from burning bunker fuel which is a higher sulfur diesel base. Concern among the Great Lakes industry is that 15 vessels currently in service on the Great Lakes would have to be scrapped since they would be unable to convert them by 2015. Bay Ship received two (2) grants and will be converting some ships during the coming year. It is possible the 15 vessels unable to be converted might be grandfathered till they are out of useful life.

- *WCPA Annual Meeting*

The 2009 Annual Wisconsin Commercial Ports Association meeting was held recently in Sturgeon Bay and was well attended and informative.

- *AGLP Meeting*

The American Great Lakes Ports meeting held in Indianapolis, Indiana was attended by the Port Manager Haen and dealt with Great Lakes-wide issues.

12) Audit of Bills – Request for Approval

**A motion to approve the bills was made by Bill Martens and seconded by Ron Antonneau.** Unanimously approved.

13) Tonnage Report

Tonnage is down 22% compared to last year at this time. Most of the salt has been delivered for the year.

14) Such Other Matters as are Authorized by Law

No other matters to discuss.

15) Adjourn

**A motion to adjourn was made by Craig Dickman and seconded John Hanitz.** Unanimously approved. Meeting adjourned at 1:00pm.

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Neil McKloskey, President  
Harbor Commission

Charles Larscheid, Director  
Port & Solid Waste Department

**(DRAFT) MINUTES  
LOWER FOX RIVER AND GREEN BAY SHORELINE WATERFRONT  
REDEVELOPMENT STEERING COMMITTEE MEETING  
Brown County Planning Commission  
Wednesday, September 30, 2009  
Room 200  
Brown County Northern Building 2<sup>nd</sup> Floor  
305 E. Walnut St.  
Green Bay, Wisconsin  
3:00 p.m.**

**Committee Members**

Paul Blindauer	X	Derek Lord	X
Penny Dart	X	Neil McKloskey	X
Cheryl Detrick	Exc	Jeff Mirkes	X
Kristen Dufresne	X	Fred Monique	X
Dean Haen	Exc	Ken Pabich	X
Carol Karls	X	Charles Pelky	
Rick Koffler		Michael Telzrow	X
Steve Kubacki	Exc	Aaron Schuette	X
Chuck Lamine	X	Rob Strong	X
Rick Ledvina	X	Mark Walter	X

**OTHERS PRESENT:** Nic Sparacio

**ORDER OF BUSINESS**

**1. Introductions.**

C. Lamine welcomed the committee members in attendance and thanked them for volunteering their time on this project. C. Lamine requested that committee members and others in attendance introduce themselves and their affiliation, if any:

Those in attendance included:

- Paul Blindauer, Brown County Planning Commission Board of Directors Vice-President and AECOM Wisconsin District Manager, Midwest
- Penny Dart, Allouez Village Trustee
- Kristen Dufresne, Wisconsin Department of Natural Resources
- Carol Karls, Wisconsin Public Service Economic Development Manager
- Chuck Lamine, Brown County Planning Commission Director
- Rick Ledvina, Brown County Facilities and Park Management Park Manager
- Derek Lord, City of Green Bay Economic Development Director
- Neil McKloskey, Brown County Harbor Commission Chairman
- Jeff Mirkes, Downtown Green Bay, Inc. Executive Director
- Fred Monique, ADVANCE Vice President of Economic Development
- Ken Pabich, City of De Pere Director of Planning and Economic Development
- Michael Telzrow, National Railroad Museum Executive Director

- Aaron Schuette, Brown County Planning Commission Senior Planner
- Rob Strong, City of Green Bay Planning Director
- Nic Sparacio, City of Green Bay Planner
- Mark Walter, Bay-Lake Regional Planning Commission Executive Director

## **2. Discussion regarding Steering Committee:**

A Schuette provided a brief presentation detailing plan background information, steering committee role, timeline, and milestones. Key points included:

- Plan needs to balance economic development, environmental sustainability, and cultural opportunities.
- The identified study area is flexible and allows for the inclusion of areas outside of the study area, but are still related, such as the East River Trail.
- The plan will review existing local plans and identify any areas where there may be conflicts between or among local plans.
- Coordination with port activities will be critical for any plan recommendations.
- The steering committee should focus on the entire waterfront from De Pere to the Green Bay shoreline, while also lending their expertise on their particular areas.
- BCPC staff will interview committee-identified stakeholders who have an interest in waterfront redevelopment.
- The goal is to have the plan completed by June 30, 2010.

## **3. Review draft scope of planning process.**

A Schuette asked if anyone on the committee had any questions or comments regarding the draft scope, which will form the general outline of the plan. There were no immediate comments. A. Schuette requested committee members to contact him if there were any comments after the meeting.

## **4. Roundtable discussion and identification of issues/opportunities for consideration and further study.**

A. Schuette asked the committee members to identify issues and/or opportunities that should be addressed within the plan.

A listing of the identified issues/opportunities follows:

- Evaluate existing land uses for future (i.e. coal piles).
- Identify how we link the various cultural opportunities along the river (National Railroad Museum, Neville Museum, St. Norbert, etc.).
- Promote safety on the Fox River Trail through the provision of phones.
- Try to connect both sides of the river through various redevelopment properties.
- Encourage a change in perception of the Fox River following completion of PCB remediation.
- Identify the needs/benefits of an intermodal facility location (rail, truck, ship). Review UWGB study when complete.
- Identify a potential west side trail and bike/pedestrian crossing of the river somewhere between De Pere and Mason Street.

- Develop a way-finding system of signage to direct tourists to various attractions.
- Is there a better use for the Brown County Fairgrounds lands?
- Identify linkages along river and to attractions outside of study area.
- Increase water-based activities.
- Improve/redevelop underutilized properties.
- Identify potential resources to implement recommendations.
- Plan for climate change and higher water levels along river and bay shore.
- Identify an East River Trail connection to Fox River Trail and business corridors.
- Position the area to make it attractive to other watercraft from other Great Lakes ports.
- Is there the potential for a large campground for recreational vehicles to capture additional tourist dollars? (Note: RV and tent camping is available at the Brown County Fairgrounds).
- Increase density of development on riverfront properties to maximize the usage of a limited resource.
- Make progress (implement) existing long-term plans.
- Enhance marketing of the river and bay shore as part of the area as a whole.
- Make sure the Fox River Trail is maintained. How do we ensure funds are available for maintenance?
- Prevent shoreline erosion and repair dockwalls.
- Make river/bay shore areas more accessible and user friendly.
- Utilize various means to disguise sheet piling to make the shoreline more attractive.
- Promote a consistency of good design along the waterfront.
- Perform an inventory of existing studies.
- Encourage brownfield redevelopment with the resources that already exist in the community (Green Bay and Brown County EPA brownfield assessment grants).
- Are there opportunities for winter month activities along the waterfront?
- Ensure the plan makes us more prepared to act when opportunities present themselves (Schneider National on Broadway, Green Bay Bullfrogs stadium on Broadway/W. Mason Street).
- Make sure the port and harbor activities continue and are not negatively impacted by redevelopment.
- Coordinate trail development to account for homeland security concerns at port and large businesses.
- Encourage recreational cruise ships to make Green Bay a port of call.
- Consider ways to make port properties more aesthetically pleasing.
- Develop a connection between the Mountain-Bay and Fox River Trail through Green Bay's west side.
- Determine a way for year-round use of the trails.
- Market the recreational fishing opportunities available in the bay and river.
- Identify ways to increase the efficiency of the port through rearranging land uses.



- Can we bring recreational yachts from Door County to Green Bay rather than vice-versa?
- Is it possible to move the Yacht Club from the mouth of the river closer to downtown Green Bay?
- How much potential is there to reclaim the beach at Bay Beach for swimming?
- Beyond PCB removal, make the river water quality more aesthetically pleasing.
- Restore natural habitats along the river and bay shore.
- Encourage residents to take ownership of the river.
- Is there a way to utilize Natural Resources Damage Assessment (NRDA) funds to implement planning efforts along the Fox River and/or lower bay shore?
- Utilize Wisconsin Coastal Management (WCMP) and Great Lakes Restoration Initiative funds to assist in implementing planning goals.
- Plan should prioritize implementation efforts.

## **5. Adjourn.**

The next meeting will be held at 3:00 p.m. on November 11, 2009, at the National Railroad Museum, 2285 S. Broadway, Ashwaubenon. The meeting adjourned at 4:30 p.m.

**MINUTES**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, September 2, 2009**  
**Green Bay Metro Transportation Center**  
**901 University Avenue, Commission Room**  
**Green Bay, WI 54302**  
**6:30 p.m.**

**ROLL CALL:**

Paul Blindauer	<u>Abs</u>	John Klasen	<u>X</u>
James Botz	<u>X</u>	Pat Kolarik	<u>X</u>
Keith Chambers	<u>X</u>	Andy Lundt	<u>Exc</u>
William Clancy	<u>X</u>	Patrick Moynihan, Jr.	<u>X</u>
Norbert Dantine, Jr.	<u>X</u>	Ken Pabich	<u>X</u>
Ron DeGrand	<u>X</u>	Mike Soletski	<u>X</u>
Bernie Erickson	<u>X</u>	Alan Swatloski	<u>X</u>
Mike Fleck	<u>X</u>	Mark Tumpach	<u>X</u>
Steve Grenier	<u>X</u>	Jerry Vandersteen	<u>X</u>
Mark Handeland	<u>X</u>	Tim VandeWettering	<u>X</u>
Phil Hilgenberg	<u>X</u>	Dave Wiese	<u>X</u>
Dotty Juengst	<u>Exc</u>	Vacant (Scott & Bellevue)	<u></u>

**OTHERS PRESENT:** Chuck Lamine, Lisa J. Conard, Cole Runge, Lori Williams, and Dave Kaster.

The meeting was called to order by N. Dantine at 6:30 p.m.

1. Approval of the minutes of the August 5, 2009, regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by P. Moynihan, seconded by M. Fleck, to approve the minutes as presented. Motion carried unanimously.

2. Receive and place on file the minutes from the June 25, 2009, meeting of the Chapter 21 Subdivisions Ordinance Revision Subcommittee and the draft minutes from the August 13, 2009, meeting of the Transportation Subcommittee.

A motion was made by R. DeGrand, seconded by M. Soletski, to receive and place on file the minutes. Motion carried unanimously.

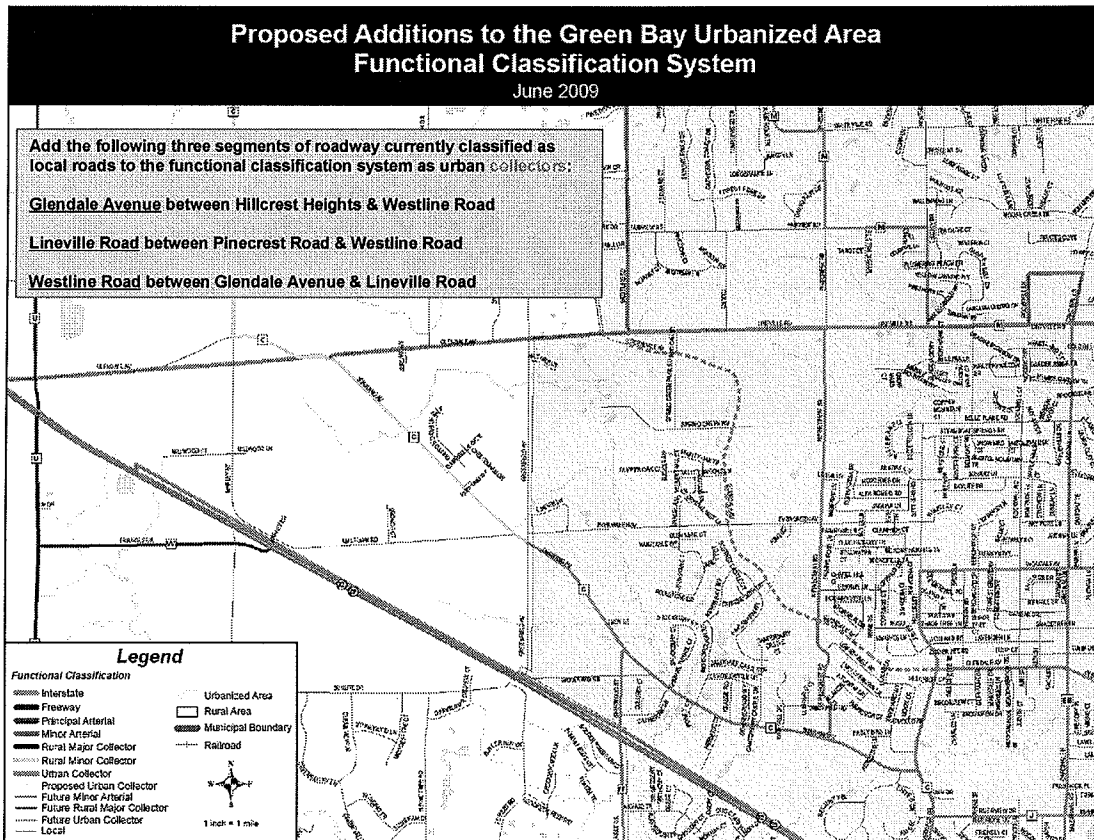
3. Discussion and action regarding the addition of Glendale Avenue from Hillcrest Heights to Westline Road, Lineville Road from Westline Road to Pinecrest Road, and Westline Road from Glendale Avenue to Lineville Road to the Green Bay Urbanized Area Functional Classification System.

L. Conard provided an overview of the functional classification system and the proposed change which includes the addition of the following as collectors:

1. Glendale Avenue between Hillcrest Heights & Westline Road
2. Lineville Road between Pinecrest Road & Westline Road

3. Westline Road between Glendale Avenue & Lineville Road

L. Conard provided a map of the area.



L. Conard noted that BCPC staff worked with the WisDOT Northeast Region and WisDOT central office staff and has concurred that road segments should be added to the functional classification system.

B. Erickson asked if functional classification changes would have an impact on speed limits.

L. Conard stated no. The speed limit would fall under the jurisdiction of the village of Howard.

A motion was made by M. Fleck, seconded by D. Wiese, to add Glendale Avenue from Hillcrest Heights to Westline Road, Lineville Road from Westline Road to Pinecrest Road, and Westline Road from Glendale Avenue to Lineville Road to the Green Bay Urbanized Area Functional Classification System. Motion carried unanimously.

4. Discussion and action on the 2010-2014 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard stated that the TIP is a five-year program of roadway, transit, elderly and disabled, and transportation enhancement projects. L. Conard provided examples of urban area projects funded under each category.

L. Conard explained the STP-Urban program.

## **Surface Transportation Program – Urban (STP-U)**

- Federal funding allocated to Urbanized Areas based on a population formula
- MPOs decide which projects to fund
- Variety of transportation projects eligible
- Process of ranking & assigning funding to projects
- Normally a two-year funding cycle
- 2013–2014 allocation of \$2,812,006

L. Conard noted that this is an allocation year for STP-Urban funds. There is an estimate of \$2,812,006 covering years 2012-2014 with 2012 being an overlap year available to qualifying projects. L. Conard referred the subcommittee to page 103 of the draft TIP. The projects at the very top, Military Avenue, Glendale Avenue, and the Bicycle–Pedestrian Study were approved for funding under a previous cycle.

The remaining 26 projects were evaluated using eight different criteria outlined in our prioritization process. The Transportation Subcommittee recommendation for funding includes two projects:

### **BCPC Transportation Subcommittee Recommendation for the Allocation of \$2,812,006 in STP-Urban Funds**

#### **1. Humboldt Road – Bascom Way to Spartan Road**

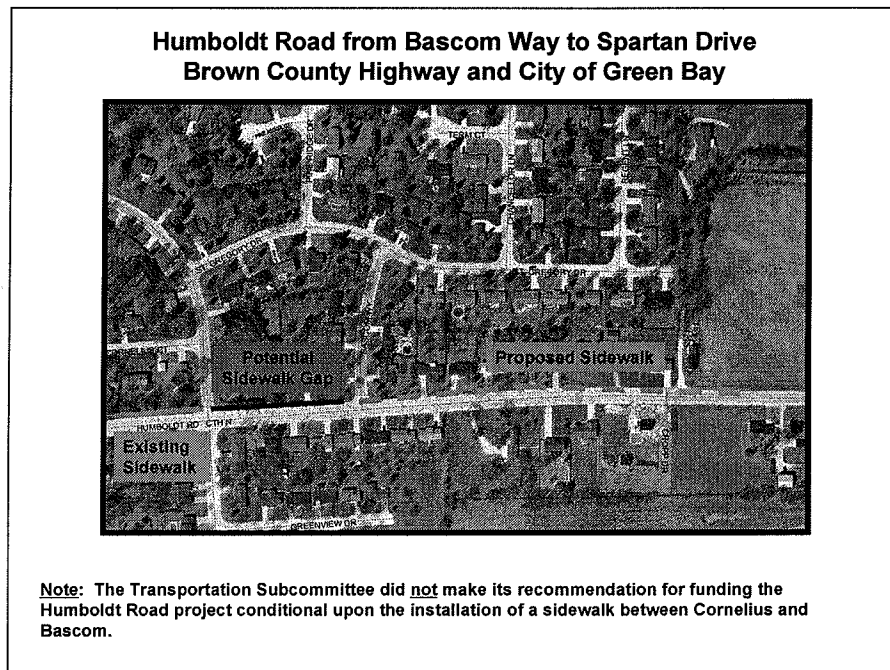
- Project Cost: \$2,208,000
- Eligible Funding: \$1,766,400 (80%)
- Proposed Funding: \$1,572,672 (71.23%)

#### **2. Pilgrim Way – Ashland Avenue to Holmgren Way**

- Project Cost: \$1,740,000
- Eligible Funding: \$1,392,000 (80%)
- Proposed Funding: \$1,239,334 (71.23%)

L. Conard noted that she had received a letter from Mr. Joe McMurray, president of the Schmitt Park Neighborhood Association, during the 30-day public review period. The neighborhood association recommends that the Humboldt Road project be expanded to include a sidewalk between Cornelius and Bascom.

L. Conard presented the following PowerPoint slide and explained that if the project were constructed as proposed, a gap in the sidewalk system would exist on Humboldt Road between Cornelius Drive and Bascom Way on the north side of the road.



L. Conard stated that the Transportation Subcommittee did not make its recommendation for funding the Humboldt Road project conditional upon the installation of a sidewalk between Cornelius and Bascom.

After the Transportation Subcommittee meeting, BCPC staff discussed the importance of connecting the new and existing sidewalk segments because the sidewalk is a transportation facility within the county's right-of-way. Following this discussion, C. Runge contacted the Brown County Highway Commissioner and Green Bay's Interim Public Works Director to discuss extending the Humboldt Road project one block to the west.

C. Runge stated that the highway commissioner and interim public works director agreed that it makes sense to extend the Humboldt Road project one block to the west to avoid creating a gap in the transportation system.

C. Lamine stated that Planning staff supports the inclusion of the sidewalk in the project.

M. Fleck asked why the Transportation Subcommittee turned down the sidewalk between Cornelius and Bascom.

C. Runge replied that the committee did not turn it down; the committee did not want to include the sidewalk as a condition of the project approval.

B. Erickson asked how much the addition of the sidewalk would cost.

C. Runge stated that the additional sidewalk segment could add approximately \$9,000 to the \$2,208,000 project, but most of the additional sidewalk segment's cost would be covered by federal funds if it is part of the Humboldt Road project.

S. Grenier asked if Safe Routes to School (SRTS) funds could be used to pay for the sidewalk.

C. Runge stated that SRTS funds could be used to pay for the sidewalk segment, but the city would first have to complete a SRTS plan for the area and then compete with other applicants from throughout the state for SRTS infrastructure funding.

B. Erickson asked how Brown County will pay for its portion of the project.

C. Runge stated that Brown County Highway will likely bond for its share.

L. Conard stated that it is estimated that there will be approximately \$1,572,672 in STP-U funds available for the project. The local share of \$635,328 would be split between Brown County and the city of Green Bay.

L. Conard noted that the project is scheduled for 2014 and that the applicant was allowed to include an inflation factor when estimating the cost of the project.

J. Botz asked how the projects were ranked.

L. Conard stated that projects are evaluated based on criteria established by the BCPC and includes volume to capacity ratio, roadway condition, bicycle and pedestrian accommodations, consistency with local and county plans, safety and security, utility scheduling, and funding balance.

A motion was made by S. Grenier, seconded by R. DeGrand, to approve the *2010-2014 Transportation Improvement Program for the Green Bay Urbanized Area* and recommend to the Wisconsin Department of Transportation approval of the two projects as noted with the inclusion of a sidewalk on Humboldt Road between Cornelius Drive and Bascom Way. Motion carried unanimously.

5. 2010 Brown County Planning Commission budget.

C. Lamine stated that because the Planning Commission is formed as a regional planning commission, the Planning budget must be reviewed and approved by the Board of Directors. The budget will be provided to the County Board in October and will be acted on by them in November.

He said that the levy target provided by the County Executive has been met. He highlighted the significant changes in the 2010 budget compared to the 2009 budget. The levy dollars needed has been reduced by approximately \$22,000.

The revenue changes include a reduction in federal grants of \$14,776 due to the Transportation Planning grant dollars being reduced approximately \$21,000. This reduction was partially offset by a STP-Urban grant for a bike and pedestrian facility project. State grants were increased \$10,000. The intergovernmental charges line item has been reduced \$57,700 due to the elimination of local assistance planning work that the department has provided to communities. There is not enough local assistance work to fund a full-time position, and therefore, a Senior Planner position has been unfunded in this budget. Planning will continue to do comprehensive planning long-term work but will no longer be able to provide the administrative type work to the communities. The intra-county charge line item has been reduced \$45,000 due to the completion of the Environmental Impact Statement for the Southern Bridge. The transfer in line item was

increased \$22,058 largely due to Energy Efficiency Conservation Block Grant funds of \$30,000 for grant administration. The total reduction in revenues is \$107,849.

C. Lamine then explained the major changes in the expense accounts. The elimination of a Senior Planner position provided a reduction in the salaries and fringe benefits line items. The contracted services line item of \$2,000 is for a consultant hired by WisDOT and the \$5,000 outlay item is for the purchase of GPS equipment. Both of these items are funded by the STP-Urban grant we received.

C. Lamine then explained the policy initiatives he provided as a handout. The reduction of local assistance planning work was previously explained. Bay-Lake Regional Planning Commission (BLRPC) will be able to assist communities with this work.

The second policy initiative is the coordination of Planning and Land Services regulations. One of the ways to overcome the reduction in staff is through this efficiency measure. Currently there are different ordinances that regulate the setbacks to wetlands, streams, and environmentally sensitive areas. Our goal with this policy initiative is to get the regulations consistent in the Brown County Shorelands and Wetlands Ordinance, Floodplains Ordinance, Subdivision Ordinance, and the Brown County Sewage Plan. Changes to the Brown County Sewage Plan will require approval from the DNR. With this change, staff will have the capability to administer the regulation and perform field work for all of the ordinances rather than a specific one. C. Lamine stated he anticipates changing the Assistant Zoning Administrator position to a Senior Planner position so that staff can administer the same ordinances.

The third initiative is the update to the Farmland Preservation Plan that is a mandate in the adopted state budget. Brown County is included in the first set of counties for this update because we are one of the counties that had the greatest growth. The Assistant Zoning Administrator will be assisting with this project.

The fourth initiative is to increase the awareness of the general public, communities, County Board, and Planning Commission about the projects we're working on.

K. Pabich asked if the aerial photo project is included in this budget.

C. Lamine replied that project is a part of the Land Information Office (LIO) budget. An additional \$40,000 of LIO funds had to be added to this budget because the WisDOT has informed us they will not be able to provide these funds.

M. Handeland stated P. Schleinz has provided excellent local assistance planning work to the town of Ledgeview and asked if BLRPC will be able to provide this service.

C. Lamine answered yes.

A motion was made by K. Pabich, seconded by J. Vandersteen, to approve the 2010 Brown County Planning Commission budget as presented. Motion carried with B. Erickson abstaining from the vote.

6. Director's report.

a. Working Lands Initiative Workshop

C. Lamine stated that staff from Brown County Planning, Brown County Land Conservation, and BLRPC will be attending this workshop on September 24, 2009. The Department of Agriculture, Trade and Consumer Protection (DATCP) is hosting

this training session, mainly for counties, for the mandated update of the Farmland Preservation Plan. C. Lamine said that the county plan will have to be adopted and the communities will have to get their maps adopted as well. He stated that Brown County would like to work closely with the communities in adopting their maps.

N. Dantine said that DATCP will also be hosting upcoming seminars for townships as well. He stressed the importance of the map update and noted this could be an opportunity for townships to update their maps without a fee.

7. Brown County Planning Commission staff updates on work activities during the month of August 2009.

A motion was made by B. Erickson, seconded by M. Fleck, to receive and place on file the staff updates on work activities. Motion carried unanimously.

8. Other matters.

B. Erickson announced that tomorrow at 1:00 p.m. in the Barkhausen building there will be tours of completed west shore of Green Bay and Northern Pike habitat restoration projects.

9. Adjourn.

A motion was made by P. Moynihan, seconded by R. DeGrand, to adjourn. Motion carried unanimously. The meeting adjourned at 7:40 p.m.

:lsw



**(DRAFT) MINUTES**  
**BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS**  
**TRANSPORTATION SUBCOMMITTEE**  
**Thursday, August 13, 2009**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, Wisconsin**  
**10:00 a.m.**

**ROLL CALL:**

***(Voting)***

Jeff Agee-Aguayo	<u>  x  </u>	Tom Klimek	<u>  x  </u>
Bill Balke	<u>  x  </u>	Brian Lamers	<u>  x  </u>
Bob Bartelt	<u>      </u>	Doug Martin	<u> Exc </u>
Craig Berndt	<u>      </u>	Rebecca Meert	<u>  x  </u>
Graham Callis	<u>  x  </u>	Tom Miller	<u>      </u>
Chris Culotta	<u>  x  </u>	Chris Phelps*	<u>  x  </u>
Mike Finn	<u>      </u>	Lee Schley, Vice-Chair	<u>  x  </u>
Ed Kazik	<u>      </u>	Ed Wiesner	<u>  x  </u>

\*Chris Braatz for Chris Phelps

***(Non-voting)***

David Lowe (WisDOT – Madison)	<u>      </u>
Dwight McComb (FHWA – Madison)	<u>      </u>
Angelica Salgado (FTA Region 5)	<u>      </u>
Carlos Pena (FHWA – Madison)	<u>  x  </u>
Bobbi Retzlaff (WisDOT – Madison)	<u>  x  </u>
Aileen Switzer (WisDOT – Madison)	<u>      </u>
William Wheeler (FTA Region 5)	<u>      </u>

**Others Present:** Lisa J. Conard, Jill Michaelson (WisDOT), and Cole Runge.

**ORDER OF BUSINESS:**

C. Runge opened the meeting at 10:00 a.m.

1. Approval of the May 18, 2009, Transportation Subcommittee meeting minutes.

A motion was made by C. Pena, seconded by B. Lamers, to approve the May 18, 2009, Transportation Subcommittee meeting minutes. Motion carried.

2. Election of a Transportation Subcommittee chairperson and vice-chairperson.

C. Runge stated that Chairperson Carl Weber retired and that the Subcommittee needs to elect a new chairperson and vice-chairperson.

A motion was made by T. Klimek, seconded by C. Culotta, to elect B. Lamers as chairperson. Motion carried.

B. Balke volunteered to become the vice-chair. A motion was made by J. Agee-Aguayo, seconded by B. Lamers, to elect B. Balke as vice-chairperson. Motion carried.

3. Recommendation to the BCPC Board of Directors regarding the 2010 Transportation Planning Work Program.

C. Runge provided an overview of the 2010 work program:

- Establishing a Regional Transportation Authority (RTA): Metro intends to continue working with MPO staff and the city of Green Bay to develop a strategy for the creation of a RTA.
- Establishing a Two Hub Route System: Metro and MPO staff will continue to work with federal, state, and local officials to plan, fund, and build an intermodal transit hub (possibly within the Ashwaubenon redevelopment district) and modify the route system to serve the two hubs.
- MPO Long-Range Transportation Plan Update: In 2010, staff will assess the effectiveness of the plan's recommendations using the completed performance measures, update the plan's objectives, recommendations, and travel demand forecasts, participate in environmental consultation activities, and ensure that the public has a chance to review and comment on the document.
- Green Bay Metropolitan Area Intersection Crash Study: Staff will complete a study that identifies and analyzes the 30 most hazardous metropolitan area intersections between 2007 and 2009.
- Brown County Bicycle and Pedestrian Plan Update: MPO staff will update the plan's goals and objectives, facility design standards, recommendations, and other elements to reflect current state, county, and community bicycle and pedestrian priorities.
- Bicycle and Pedestrian Facility Inventory and Model Ordinance Development (Non-MPO Activity): MPO staff will help the BCPC complete a bicycle and pedestrian facility inventory and gap analysis of the metropolitan area. The BCPC received a STP-Urban grant to complete the study.
- Environmental Impact Statement for Transportation Improvements in the Southern Portion of the Green Bay Metropolitan Area (Non-MPO Activity): MPO staff will continue to work with WisDOT, FHWA, the project's cooperating and participating agencies, the Stakeholder Committee, and the public to complete the Draft EIS.

C. Culotta suggested that C. Runge involve Scott Nelson of the WisDOT regarding identified problem intersections involving state highways.

C. Runge agreed to do that.

C. Runge stated that MPO staff funding from the FHWA and WisDOT will be approximately \$21,000 lower in 2010 than it was in 2009.

J. Agee-Aguayo asked if this meant staff would complete fewer tasks.

C. Runge stated no. Brown County covers the balance and it was included in the overall Planning Department budget. C. Runge stated that the grant for the Bicycle and Pedestrian Inventory and Model Ordinance Development project will help to make up for some of the federal and state planning funding that will be lost in 2010.

A motion was made by J. Agee-Aguayo, seconded by E. Wiesner, to recommend to the BCPC Board of Directors approval of the *2010 Transportation Planning Work Program*. Motion carried.

4. Recommendation to the BCPC Board of Directors regarding the 2010-2014 Transportation Improvement Program for the Green Bay Urbanized Area.

L. Conard noted that a 30-day public review period and public hearing were held and two comments were received. L. Conard summarized the comments:

Ned Dorff – Downtown Neighborhood Association (summarized)

- Citizens are interested in a passenger train service that would connect Green Bay with Appleton, Milwaukee, Madison, and the Twin Cities.
- Citizens are interested in more bike paths and greenways.
- Citizens would like transit to run more often, especially late at night on Friday and Saturday, and all day Sunday and would like to see Green Bay to Fox Valley express bus service.
- Citizens are concerned about the amount of bar-time traffic on Friday and Saturday nights.
- Citizens would like to see Metro convert buses to biodiesel and would like to see Green Bay produce its own biodiesel, much the way the Portage School District is doing.

Joe McMurray – Schmitt Park Neighborhood Association (summarized)

- The neighborhood association recommends that the Humboldt Road project be expanded to include a sidewalk between Cornelius and Bascom.

L. Conard noted that staff held the required Environmental Consultation meeting with resource agencies and provided an opportunity to comment on the TIP. Staff received a letter from the Army Corps of Engineers and the Wisconsin Department of Natural Resources. Both sets of comments were general in nature.

L. Conard noted that all of the transportation projects approved for 2009 American Recovery and Reinvestment Act (ARRA) funding have been appropriately included in the current TIP through amendments and, if necessary, will appear in the new TIP.

L. Conard noted that other than adding 2014 projects to the program, there are no significant changes to the TIP.

L. Conard noted that this is an allocation year for STP-Urban funds. There is an estimate of \$2,812,006 covering years 2012-2014 with 2012 being an overlap year available to qualifying projects. L. Conard referred the subcommittee to page 103 of the draft TIP. The projects at the very top, Military Avenue, Glendale Avenue, and the Bicycle–Pedestrian Study were approved for funding under a previous cycle.

The remaining 26 projects were evaluated using eight different criteria outlined in our prioritization process. The staff recommendation for funding includes two projects:

1. Humboldt Road from Bascom Way to Spartan Drive – reconstruct with bike lanes and sidewalks.
2. Pilgrim Way from Holmgren Way to Ashland Avenue – reconstruction.

L. Conard stated both are proposed to be funded at approximately 71%.

Discussion occurred regarding the Pilgrim Way project.

R. Meert asked if the project included bicycle lanes and sidewalks.

L. Conard noted that the Pilgrim Way project included the segment from Ashland Avenue to Holmgren Way and did not include bicycle lanes or sidewalks.

The subcommittee agreed that this would have little or no impact on students' travel near the middle and high schools because the section of Pilgrim Way that will be reconstructed is next to the STH 172 interchange.

R. Meert stated that the Pilgrim Way project from Ashland Avenue to Holmgren Way is consistent with Ashwaubenon's bike plan.

Discussion occurred regarding Joe McMurray's letter concerning Humboldt Road.

B. Lamers, representing Brown County, stated he would be willing to study the possibility of installing a sidewalk on Humboldt Road from Cornelius Drive to Bascom Way.

E. Wiesner, representing the city of Green Bay, stated that the City Council would need to determine if a sidewalk would be installed. E. Wiesner stated that it would make sense to construct a sidewalk and that it would be used to a greater extent when a nearby soccer complex is completed in 2011.

A motion was by T. Klimek, seconded by J. Agee-Aguayo, to recommend to the BCPC Board of Directors approval of the *2010-2014 Transportation Improvement Program for the Green Bay Urbanized Area*.

G. Callis asked if the Riverside Drive Transportation Enhancement (TE) project that was denied ARRA funding would be included in the 2010-2014 TIP.

L. Conard stated she had offered each applicant with an unfunded ARRA - TE project the opportunity to include it in the 2010-2014 TIP. The Riverside Drive project will be included in the TIP as requested by village staff. L. Conard stated she had made a similar offer to the village of Bellevue staff regarding its unfunded ARRA - TE projects.

B. Balke asked about the Manitowoc Road reconstruction project.

L. Conard stated that the project was funded with *earmark* STP-U funds. The funding for the project will not affect the MPO's estimated allocation of \$2,812,006. The project is included in the TIP and appropriately marked as *earmark*.

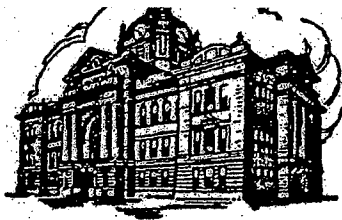
5. Any other matters.

C. Culotta introduced Jill Michaelson from the WisDOT Northeast Region.

C. Runge stated that Dan Teaters replaced T. Hennig as the Transportation/GIS Planner on the MPO staff.

6. Adjourn.

B. Lamers closed the meeting at 10:41 a.m.



**BROWN COUNTY  
BOARD OF SUPERVISORS  
COURT HOUSE  
GREEN BAY, WISCONSIN**

to: Planning &  
~~Exec. Comm.~~

**BROWN COUNTY BOARD OF SUPERVISORS**

Meeting Date: 10/21/09

Agenda No. : \_\_\_\_\_

Motion from the Floor

I make the following motion: \_\_\_\_\_

Request PD&T consider Privatization  
for Planning Services for Brown County

Signed: \_\_\_\_\_

District No.: \_\_\_\_\_

(Please deliver to the County Clerk after the motion is made for recording into the minutes.)

Board more accountable to the budget process. Hoeft responded that looking at the budget to watch the bottom line is fine and is an easy way to measure if they are successful, as long as they don't go over the bottom line, but it doesn't have anything to do with if they are being efficient or effective in doing what they say they are doing.

**A MOTION WAS MADE BY SUPERVISOR WILLIAMS AND SECONDED BY SUPERVISOR THEISEN TO HOLD FOR ONE MONTH. Vote taken. MOTION CARRIED UNANIMOUSLY.**

*Supervisor Hoeft arrived at 5:49 p.m.*

3. Communication from Supervisor Andrews to develop a process, including a form to fill out, to articulate the factors that lead to the need for a budget transfer to cover shortfalls with a section to be filled out by our financial office indicating where funds can be taken from. This form should be presented along with the request for budget transfer, and included in our packets.

Supervisor Andrews sensed that too much discretion is being allowed and the department heads are guessing what the Supervisors want to hear. She would like to see that when there is a problem, such as budget shortfall, that departments are asking themselves, what do the supervisors need to know in order to see that this is corrected in the future. Andrews felt that department heads could pull up their budget and note what areas they are over in. This would give the committee members more detail and a list of expectations. More info would also allow staff to have what they need in order to answer questions from the committee. She suggested forwarding this to the finance department first to have Director of Administration, Lynn Vanden Langenberg, make reference of where money can be taken from. This will give the committees the information they need before them to make decisions and handle things expeditiously. She felt this would also allow everyone to figure out a process figuring out what it is that everyone needs to know. Andrews would like for supervisors to give their input, whether it be through a questionnaire as to what information they would like to know.

Supervisor Williams questioned what would happen if the department head is not in attendance. Andrews responded that if they set expectations that in order for the committee to make a decision, they need the information requested and if staff is not available, then the item should be held. Unless it was an emergency, to move forward, the committee needs to be provided with good information where the committee was able to make a good decision. Good information leads to good decisions.

Supervisor Theisen agreed with the statement, more info the better it is to make a decision.

Chair Lund stated that this was the intent when they requested each department to provide a monthly budget status financial report. He felt that these reports have become a set of numbers and people have not owned up the fact that they are going to be over budget. He felt that if anyone is over budget in any area that it needs to be red flagged. The departments need to state why they are over and explain what they are going to do to try to get back into budget, possibly working with another department that is under budget to balance the books ahead of time. This will decrease the need to take money out of the general fund.

**A MOTION WAS MADE BY SUPERVISOR WILLIAMS AND SECONDED BY SUPERVISOR THEISEN TO REFER THIS COMMUNICATION TO EACH STANDING COMMITTEE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**A MOTION WAS MADE BY SUPERVISOR WILLIAMS AND SECONDED BY**

## Brown County

## Zoning

## Budget Status Report

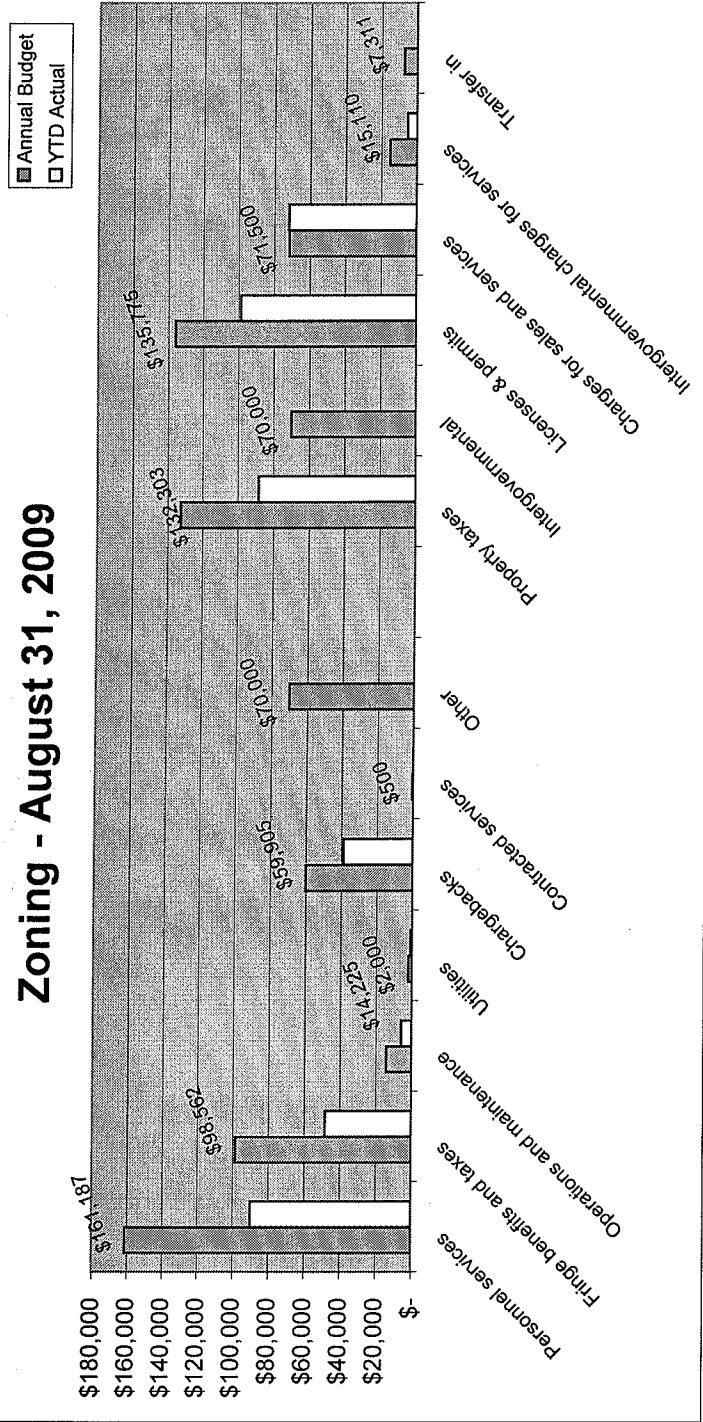
8/31/2009

	Annual Budget	YTD Actual
Personnel services	\$ 161,187	\$ 89,916
Fringe benefits and taxes	\$ 98,562	\$ 48,356
Operations and maintenance	\$ 14,225	\$ 5,915
Utilities	\$ 2,000	\$ 901
Chargebacks	\$ 59,905	\$ 38,764
Contracted services	\$ 500	\$ 245
Other	\$ 70,000	\$ -
Property taxes	\$ 132,303	\$ 88,200
Intergovernmental	\$ 70,000	\$ -
Licenses & permits	\$ 135,775	\$ 98,595
Charges for sales and services	\$ 71,500	\$ 71,662
Intergovernmental charges for services	\$ 15,110	\$ 5,352
Transfer in	\$ 7,311	\$ -

**HIGHLIGHTS:**

Expenditures: All categories are at or near budget expectations.

Revenues: Permits and public charges are progressing at our anticipated rate.

**Zoning - August 31, 2009**

Brown County  
Port & Solid Waste  
Port Area Budget Status Report  
8/31/2009

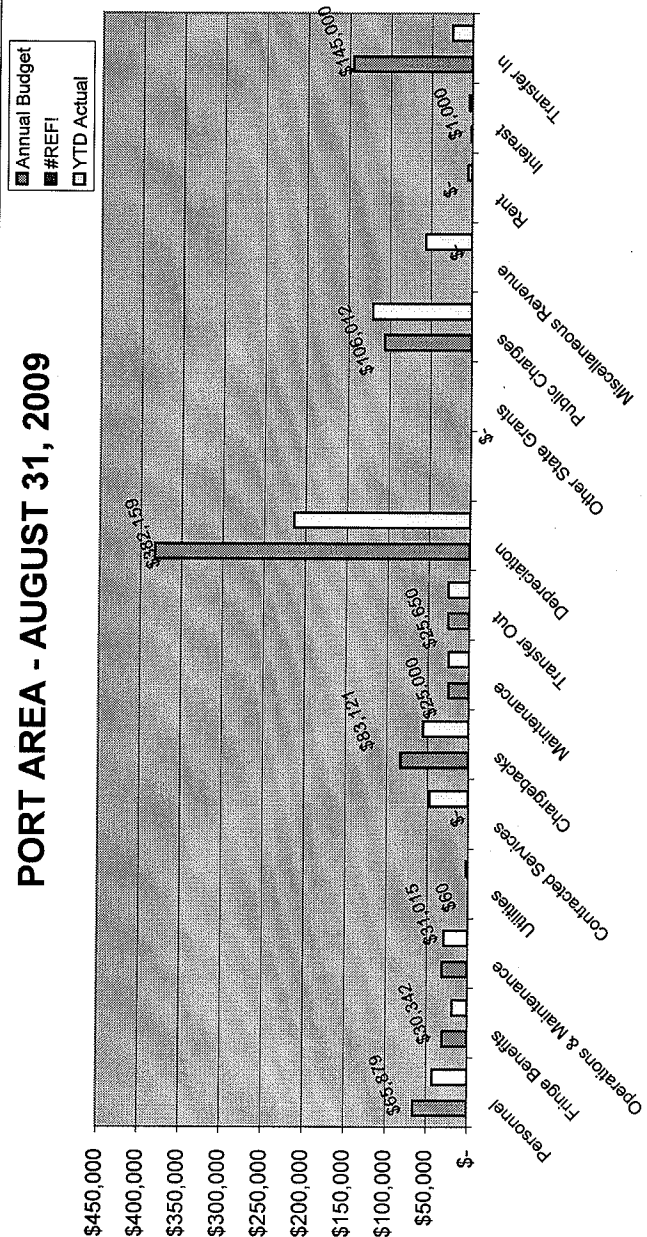
	Annual Budget	YTD Actual
Personnel	\$ 65,879	\$ 42,315
Fringe Benefits	\$ 30,342	\$ 18,365
Operations & Maintenance	\$ 31,015	\$ 29,160
Utilities	\$ 60	\$ 2,542
Contracted Services	\$ -	\$ 47,322
Chargebacks	\$ 83,121	\$ 55,154
Maintenance	\$ 25,000	\$ 25,000
Transfer Out	\$ 25,650	\$ 25,433
Depreciation	\$ 382,159	\$ 213,722
Other State Grants	\$ -	\$ -
Public Charges	\$ 106,012	\$ 120,563
Miscellaneous Revenue	\$ -	\$ 56,361
Rent	\$ -	\$ 4,751
Interest	\$ 1,000	\$ 3,622
Transfer In	\$ 145,000	\$ 25,000

**HIGHLIGHTS:**

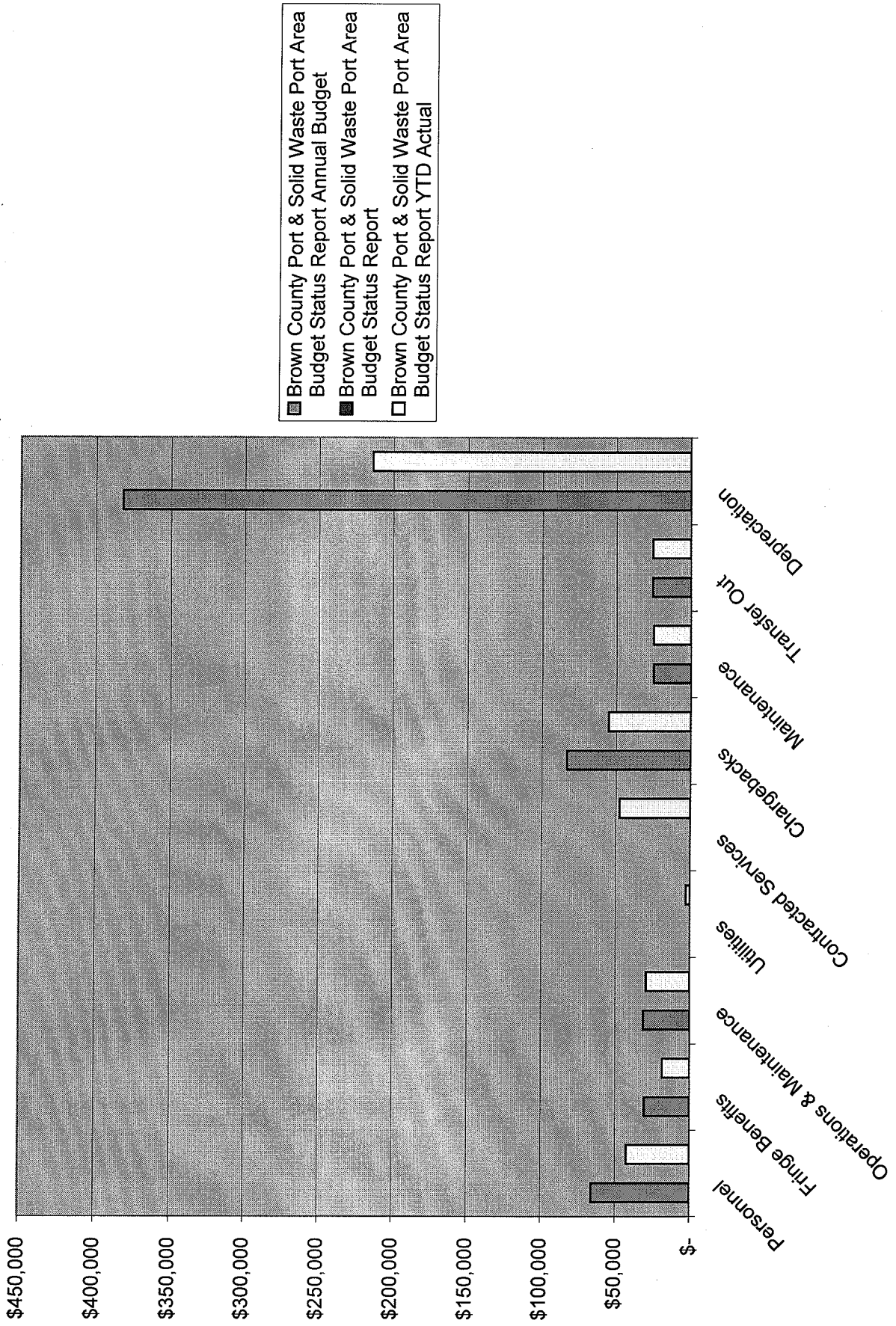
Expenses: Expenses have increased due to receiving and spending for a Port Security Grant, development efforts at the Bysby property and dredged material management at Bay Port Dredged Material Disposal Facility.

Revenues: Revenues have increased as a result of increased Tipping Fees for dredged material disposal at Bay Port, Bysby property rent and the Port Security Grant.

**PORT AREA - AUGUST 31, 2009**







Brown County  
Port & Solid Waste  
Solid Waste Area Budget Status Report  
8/31/2009

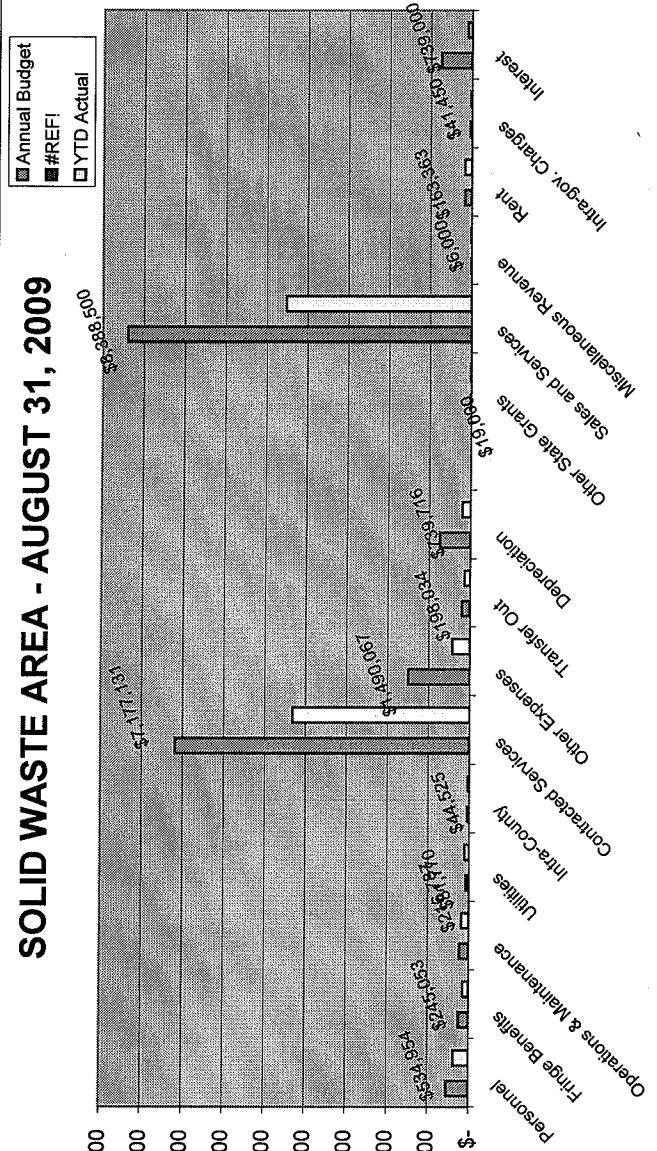
	Annual Budget	YTD Actual
Personnel	\$ 534,954	\$ 361,132
Fringe Benefits	\$ 245,053	\$ 141,269
Operations & Maintenance	\$ 216,787	\$ 183,477
Utilities	\$ 81,770	\$ 108,544
Intra-County	\$ 44,525	\$ 28,853
Contracted Services	\$ 7,177,131	\$ 4,310,683
Other Expenses	\$ 1,490,067	\$ 427,934
Transfer Out	\$ 198,034	\$ 132,023
Depreciation	\$ 739,716	\$ 194,788
Other State Grants	\$ 19,000	\$ 8,149
Sales and Services	\$ 8,388,500	\$ 4,513,783
Miscellaneous Revenue	\$ 6,000	\$ 6,248
Rent	\$ 163,363	\$ 161,619
Intra-gov. Charges	\$ 41,450	\$ 27,214
Interest	\$ 739,000	\$ 90,932

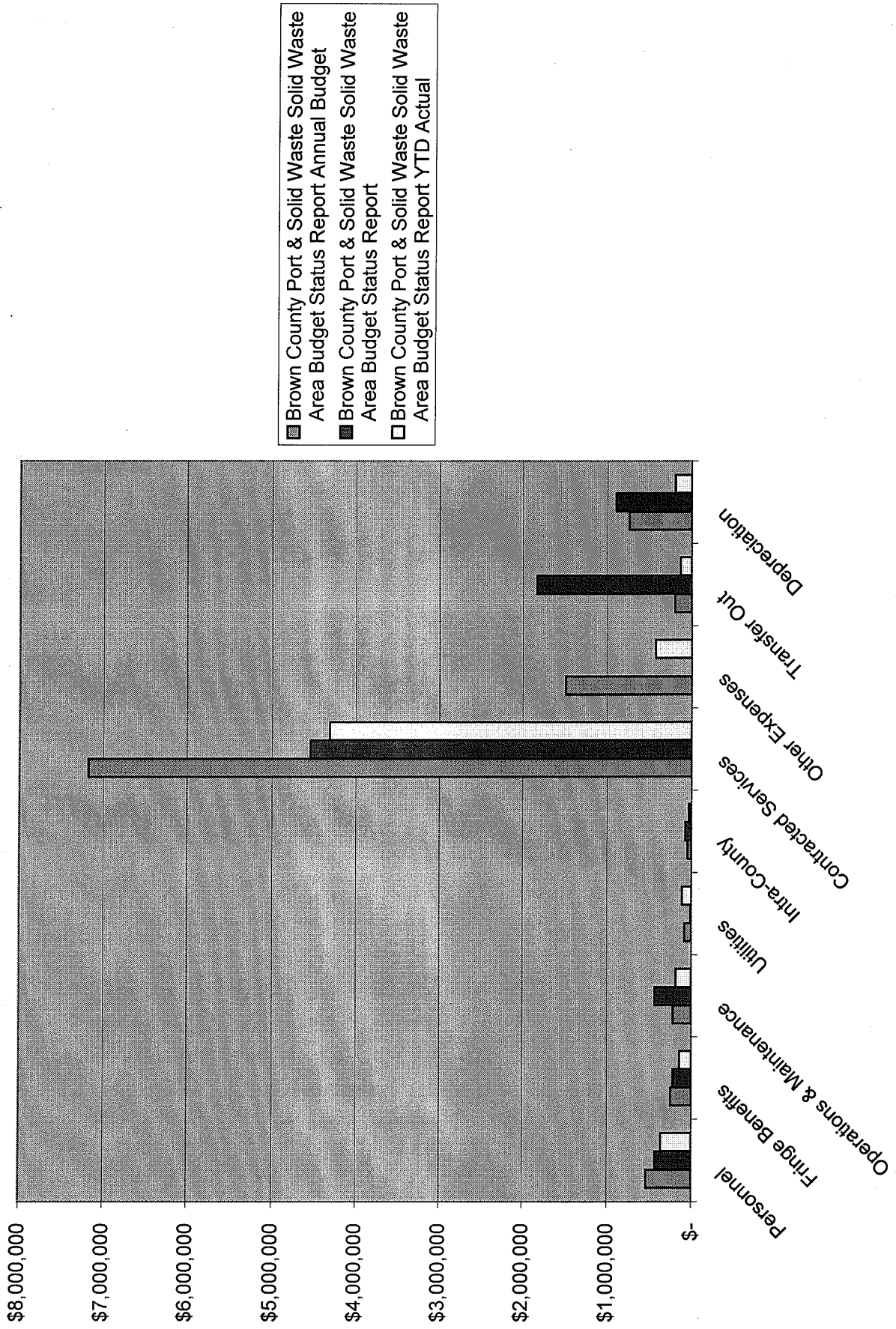
**HIGHLIGHTS:**

Expenses: Vehicle and Grounds Repairs are up due to MRF Front End Loader and building. Closure expenses have not yet been incurred for the year and no Recycling Rebate has been given due to poor materials markets.

Revenues: Sales of Recyclables has been low due to poor markets. Interest is lower than forecast in the 2009 Budget.

**SOLID WASTE AREA - AUGUST 31, 2009**





Brown County Highway  
Budget to Actual State Billing  
2009

Maintenance	Description	January	February	March	April	May	June	July	August	September	October	November	December	Total	Contract	Remaining	% Used
0005-01-40	Admin Non Patrol Supervision				102,773.04				2,754.61	6.15				105,543.80	179,500.00	73,956.20	59.80%
0005-01-01	Roadway Asphalt Maintenance	769.88	5,819.74	7,300.48	27,302.86	25,947.45	1,116.31	1,978.16	2,759.08	1,424.92				71,938.88	171,000.00	99,161.12	42.04%
0005-01-03	Roadway Concrete Maintenance	14,800.96	42,238.31	28,314.89	12,647.87	18,617.14	12,203.62	9,996.60	6,697.60	18,392.21				163,916.20	212,300.00	48,383.80	77.21%
0005-01-04	Roadway Shoulder Maintenance-I43	6,883.36	8,574.93	4,405.62	2,332.08	2,884.87	10,901.77	505.54		2,161.51				39,613.74	95,000.00	55,386.26	41.70%
0005-01-05	Roadway Shoulder Maintenance			1,371.71	16,036.82	1,894.90			2,848.87	1,038.99				23,191.29	30,000.00	6,808.71	77.39%
0005-01-06	Roadway Shoulder Maintenance-I43					435.45								435.45	5,000.00	4,564.55	8.71%
0005-01-31	Roadway Facility Maintenance	268.91	2,704.53	4,669.17	16,812.27	26,166.55	9,334.07	7,788.22	16,439.18	7,047.16				91,230.16	107,000.00	15,769.84	85.28%
0005-01-32	Roadway Facility Maintenance-I43	76.45	1,513.29	98.93	4,057.57	6,142.07	2,210.63	969.19	4,024.89	1,874.40				20,967.42	40,000.00	19,032.58	52.42%
0005-01-33	Roadside Vegetation	7,655.62	13,600.86	15,291.59	15,623.48	53,465.54	24,819.48	19,393.72	44,113.60	36,192.95				230,156.94	279,300.00	49,143.06	82.40%
0005-01-37	Roadside Vegetation-I43	1,065.18	3,086.71	3,004.38	3,438.31	5,457.55	3,438.28	2,871.94	15,266.74	1,988.94				51,608.03	101,800.00	50,191.97	50.70%
0005-01-07	RMN Routine Misc.			217.15	13,551.29	11,623.68	5,195.24	6,524.55	4,527.14	4,812.99				46,452.04	107,800.00	61,347.96	43.09%
0005-01-08	Routine Misc.-I43				462.12	6,705.23	1,692.55	1,175.86	1,563.00	855.17				12,666.91	86,600.00	73,933.09	14.63%
0005-01-11	Winter Maintenance	260,879.92	138,034.03	142,847.59	26,713.02	3,987.00	91.41			301.18				572,854.15	1,145,000.00	572,145.85	50.03%
0005-01-12	Winter Maintenance-I43	49,583.58	34,051.01	40,359.07	4,157.95	236.86								128,388.47	256,600.00	128,211.53	50.03%
0005-01-21	Routine Bridge	389.00	503.32	377.49	1,490.22	7,205.56	7,712.16	18,766.52	18,862.71	31,127.29				86,434.27	111,000.00	24,565.73	77.87%
0005-01-22	Routine Bridge-I43	389.00	503.32	661.16	665.67	890.93	3,633.40	716.46	12,066.58	5,367.75				24,896.27	55,000.00	30,103.73	45.27%
0005-01-24	Bridge-Lift	11,580.49	13,948.29		2,398.29	17,827.23	428.88	2,669.62	82.08	190.64				49,125.52	31,200.00	(17,925.52)	157.45%
0005-01-41	Admin Patrol Supervision	10,783.82	10,002.27	9,337.11	12,392.18	15,943.37	10,422.56	9,381.43	7,666.33	10,467.07				96,396.14	127,100.00	30,703.86	75.84%
0005-01-42	Admin Contingency Reserve														167,100.00	167,100.00	0.00%
0005-01-51	Local-DePere/Alouez/Ash/Mason	205.00	111.79	3,960.00	1,192.26	15,316.42	2,589.13	1,511.76	565.85					25,463.21	29,400.00	3,946.79	86.58%
0005-01-61	Sign Repairs								89.89					89.89	29,400.00	28,910.11	0.31%
0005-01-62	Sign Repairs-I43														6,000.00	6,000.00	0.00%
* Includes 3 payperiods		365,332.17	274,692.40	263,055.93	286,037.30	230,748.00	95,789.49	84,251.57	138,822.21	123,256.32				1,841,358.78	3,372,800.00	1,531,441.22	54.59%

\* Includes 3 payperiods

0005-98-20	Traffic Signing	1,488.26	6,216.16	3,714.16	959.60	3,473.60	533.49		2,792.05	3,250.09				22,427.41	70,500.00	48,072.59	
0005-98-10	Pavement Marking								1,279.00	26,821.72				28,100.72		(28,100.72)	
0031-01-31	Kewaunee County-Culvert Steaming																
0038-01-51	Marquette Bridge																
0005-83-81	Security Fence																
0015-01-11	Door County	2,589.26								334.38				334.38		(334.38)	
0005-83-41	Shoulder Surface																
0005-83-14	Asphaltic repair									28,887.06				28,887.06		(28,887.06)	
0070-01-11	Winnago Co-Haul Salt																
0044-83-11	Ouragame Bridge Decks																
0005-83-15	Asphaltic repair	4,077.52	6,216.16	3,714.16	959.60	3,473.60	533.49		4,071.05	59,293.25				82,338.83	70,500.00	(11,838.83)	
Total		369,409.69	280,908.56	266,770.09	286,996.90	234,221.60	96,322.98	84,251.57	142,893.26	182,549.57				1,923,697.61	3,443,300.00	1,519,602.39	

Total

Construction	Description	January	February	March	April	May	June	July	August	September	October	November	December	Total	Contract	Remaining	% Used
0077-03-00	Misc Damage Claims	21,921.09	42,030.33	57,785.30	39,637.36	34,759.41	13,516.88	5,623.34	14,683.16	11,563.12				241,539.99			
0077-03-33	Misc Damage Claims-I43 Fire								7,787.78					7,787.78			
1211-16-71	Snow Removal-STH 172	8,944.54	48.59			1,324.06								10,317.19			
4075-32-60	Crack Filling-STH 96					27,853.34								27,853.34	5,000.00		
1150-42-60	Bird Netting					7,598.10	713.33							8,311.43			
0015-01-24	Door County Lift Bridge					19.76	45.06							64.82			
0072-40-36	28-Traffic Control						90.61	452.56	1,518.14	261.94				352.55	600.00		
0092-43-03									137.14					1,970.70			
1480-08-78										5,017.90				5,017.90			
Total		30,865.63	42,078.92	57,785.30	39,637.36	71,564.67	14,365.88	6,076.90	24,136.22	16,842.96				303,352.84			

BROWN COUNTY HIGHWAY  
BUDGET TO ACTUAL-2009  
COUNTY MAINTENANCE COSTS

CTH MAINTENANCE-2009

	BUDGET	Percentage of Budget											
		24-Jan-09	21-Feb-09	21-Mar-09	18-Apr-09	30-May-09	27-Jun-09	25-Jul-09	22-Aug-09	19-Sep-09	31-Oct-09	28-Nov-09	31-Dec-09
SUMMER													
5331-100-11	740,000	37,642	104,076	183,198	255,768	325,171	360,711	371,608	388,136	450,096	-	-	60.82%
5331-100-12	270,000	-	1,513	1,652	11,788	66,233	93,379	114,483	156,792	234,524	-	-	86.86%
5331-100-13	240,000	-	2,551	2,881	3,791	18,529	60,423	116,724	151,834	163,116	-	-	67.97%
5331-100-14	35,000	260	1,039	2,347	10,804	15,351	15,489	15,739	15,739	19,299	-	-	55.14%
5331-100-15	300,000	73	6,815	23,439	30,483	114,444	150,275	179,722	264,590	302,951	-	-	100.98%
5331-100-16	300,000	551	1,360	5,001	25,719	60,652	83,255	107,801	128,066	147,531	-	-	49.18%
Total	1,885,000	38,526	117,354	218,518	338,353	600,380	763,532	906,077	1,105,157	1,317,517	-	-	69.89%
WINTER													
5331-200-21	110,000	1,418	1,683	7,069	16,528	16,866	16,866	16,866	16,866	16,866	-	-	15.33%
5331-200-23	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	-	-	100.00%
5331-200-24	280,000	65,099	129,213	160,172	163,947	163,947	163,947	163,947	163,947	163,947	-	-	58.55%
Blading & Plowing	850,000	249,032	415,186	581,232	596,883	599,181	599,345	599,345	599,345	599,345	-	-	70.51%
Total	1,260,000	335,549	566,082	768,473	797,358	799,994	800,158	800,158	800,158	800,158	-	-	63.50%
MAINT SURFACING													
5331-400	250,000	15,037	30,376	43,544	58,213	85,029	98,765	112,828	130,420	150,723	-	-	60.29%
5331-701	220,000	15,081	35,125	50,223	80,039	102,315	113,432	120,286	130,467	146,109	-	-	66.41%
5331-702	100,000	5,115	13,355	21,531	27,356	37,882	43,577	52,954	60,279	64,382	-	-	64.38%
5331-100-19	235,000	-	-	121	121	19,595	38,631	55,657	67,434	72,718	-	-	30.94%
Total	3,950,000	409,308	762,292	1,102,410	1,301,440	1,645,195	1,858,095	2,047,960	2,293,915	2,551,607	-	-	64.60%

\*Paint supplies for county get turned in at year end.

BROWN COUNTY HIGHWAY  
BUDGET TO ACTUAL-2009  
MACHINERY EXPENSE

OPERATION OF MACHINERY-2009

	BUDGET	24-Jan-09	21-Feb-09	21-Mar-09	18-Apr-09	30-May-09	27-Jun-09	25-Jul-09	22-Aug-09	19-Sep-09	31-Oct-09	28-Nov-08	31-Dec-09	Percentage of Budget
Gasoline	45,000	11,011	12,579	14,313	16,461	19,230	21,956	23,840	25,948	28,681	-	-	-	63.74%
Diesel Fuel	900,000	52,476	101,339	148,631	169,044	198,479	242,053	283,343	321,676	352,570	-	-	-	39.17%
Kerosene	2,000	-	23	235	1,075	1,313	1,313	1,560	1,560	1,609	-	-	-	80.45%
Motor Oil	30,000	2,103	3,191	4,808	5,486	6,724	7,943	8,968	10,132	10,760	-	-	-	35.87%
Grease	5,000	869	1,159	1,159	1,527	1,769	1,892	1,892	1,937	1,990	-	-	-	39.80%
Anti-Freeze	3,000	87	124	138	408	410	465	484	603	696	-	-	-	23.20%
Repair Labor	900,000	71,454	138,258	215,394	272,107	345,417	393,267	432,961	485,048	502,584	-	-	-	55.84%
Repair Material	600,000	43,828	87,408	154,353	212,425	255,013	314,237	345,667	380,214	408,347	-	-	-	68.06%
Iron	20,000	-	487	652	996	1,268	1,315	1,315	1,361	1,390	-	-	-	6.95%
Equip Paint	8,500	218	583	1,473	1,910	2,237	2,421	2,585	3,200	3,273	-	-	-	38.51%
Tire/Tubes	50,000	7,343	14,154	19,410	23,292	33,750	39,068	44,145	48,982	54,038	-	-	-	108.08%
Batteries	7,000	431	431	654	794	1,483	2,044	2,700	3,408	3,670	-	-	-	52.43%
Equip Rental	-	-	-	-	-	-	-	-	6,000	6,000	-	-	-	#DIV/0!
Overhead	981,000	78,480	156,960	245,250	313,920	412,020	490,500	568,980	637,650	696,510	-	-	-	71.00% XX
Depreciation	680,000	54,400	108,800	170,000	217,600	285,600	340,000	394,400	442,000	482,800	-	-	-	71.00% XX
Insurance	44,000	3,520	7,040	11,000	14,080	18,480	22,000	25,520	28,600	31,240	-	-	-	71.00% XX
Total	4,275,500	326,220	632,536	987,470	1,251,125	1,583,193	1,880,474	2,138,360	2,378,319	2,586,158	-	-	-	60.49%

Estimate Budget Target 71%

XX Estimate

Revenue	388,939	755,863	1,105,697	1,311,278	1,591,027	1,907,611	2,206,914	2,503,698	2,745,643	-	-	-	-
Estimated Gain (Loss)	62,719	123,327	118,227	60,153	7,834	27,137	68,554	125,379	159,485	-	-	-	-

BROWN COUNTY HIGHWAY  
BUDGET TO ACTUAL-2009  
SHOP AND BUILDING COSTS

OPERATION OF SHOP-2009

	BUDGET	24-Jan-09	21-Feb-09	21-Mar-09	18-Apr-09	30-May-09	27-Jun-09	25-Jul-09	22-Aug-09	19-Sep-09	31-Oct-09	28-Nov-09	31-Dec-09	Percentage of Budget
		15,339	34,180	53,053	66,970	93,319	111,680	128,307	144,863	160,431	-	-	-	
Indirect Labor	240,000	-	-	142	4,159	7,680	7,713	8,204	8,237	8,329	-	-	-	66.85%
Training	10,000	5,978	10,873	19,265	26,585	33,757	40,335	45,496	50,251	55,019	-	-	-	83.29%
Shop Supplies	94,000	2,092	4,372	5,152	6,074	7,691	7,691	8,616	9,006	9,096	-	-	-	58.53%
Shop Tools	21,000	3,985	4,391	5,013	5,398	6,235	7,045	7,437	8,945	9,567	-	-	-	43.31%
Tool Allow	15,000	65	449	1,478	2,031	3,491	4,425	4,811	5,354	5,700	-	-	-	63.78%
First Aid/Safety	18,000	446	1,028	2,805	3,884	5,630	6,502	6,661	6,853	7,509	-	-	-	31.67%
Maint Shop Equip	10,000	-	99	619	1,130	2,081	2,638	3,148	3,235	3,723	-	-	-	75.09%
Telephone	7,000	4,400	8,800	13,750	17,600	23,100	27,500	31,900	35,750	39,050	-	-	-	53.19%
Service Truck	55,000	-	-	-	-	-	-	-	-	-	-	-	-	71.00%
Credits	(12,000)	1,200	2,400	3,750	4,800	6,300	7,500	8,700	9,750	10,650	-	-	-	0.00%
Depreciation	15,000	(2,278)	(4,469)	(7,526)	(8,652)	(9,841)	(11,170)	(12,023)	(13,247)	(14,033)	-	-	-	71.00%
Stockroom Credit	(10,000)	31,227	62,123	97,501	129,979	179,443	211,859	241,257	268,997	295,041	-	-	-	140.33%
Total	463,000	-	-	-	-	-	-	-	-	-	-	-	-	63.72%

71% X estimate

OPERATION OF BUILDINGS

Indirect Labor	76,000	3,107	7,404	11,694	15,576	20,156	24,955	29,356	33,897	37,514	-	-	-	0.55%
Cleanup/Lockup	60,000	1,220	1,573	1,573	1,573	2,933	2,944	3,552	3,975	4,873	-	-	-	62.52%
Cleaning Supplies	9,500	13,579	23,637	33,965	42,034	51,156	54,823	59,251	64,307	66,043	-	-	-	51.29%
Bldg Mt-Labor	90,000	964	2,389	5,026	6,405	13,286	13,954	15,332	22,242	23,318	-	-	-	73.38%
Bldg Mt-Material	80,000	-	-	-	-	-	-	-	-	-	-	-	-	29.15%
Bldg Mt-Machinery	3,000	3,167	20,674	35,923	39,507	47,886	48,159	48,327	48,484	48,666	-	-	-	0.00%
Heat	95,000	605	4,341	8,878	10,013	16,592	19,487	22,656	25,569	28,570	-	-	-	51.23%
Light/Power	45,000	-	-	653	1,831	2,372	3,855	4,939	5,511	6,855	-	-	-	63.49%
Water	9,000	47	94	150	150	150	225	225	225	422	-	-	-	76.17%
Fire Protection	4,500	-	-	-	-	-	-	-	-	-	-	-	-	9.38%
Salt Storage Cr.	(20,000)	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Credit Building Admin	(22,000)	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Credit-Statr/Co	(90,000)	8,800	17,600	27,500	35,200	48,200	55,000	63,800	71,500	78,100	-	-	-	0.00%
Depreciation	110,000	640	1,280	2,000	2,560	3,360	4,000	4,640	5,200	5,680	-	-	-	71.00%
Insurance	8,000	-	-	-	-	-	-	-	-	-	-	-	-	71.00%
Admin/Eng/Traf Cr	-	3,209	9,600	9,486	9,486	9,486	9,486	9,519	9,532	11,471	-	-	-	#DIV/0!
Electrician/w credit at	60,000	35,338	88,661	136,917	164,404	213,646	236,957	261,666	290,511	311,933	-	-	-	19.12%
Total	518,000	-	-	-	-	-	-	-	-	-	-	-	-	60.22%

BROWN COUNTY HIGHWAY  
BUDGET TO ACTUAL-2009  
ADMIN/SUPERVISION

ADMINISTRATION/SUPERVISION 2009

BUDGET		24-Jan-09	21-Feb-09	21-Mar-09	18-Apr-09	30-May-09	27-Jun-09	25-Jul-09	22-Aug-09	19-Sep-09	31-Oct-09	28-Nov-09	31-Dec-09	Percentage of Budget
ADMINISTRATION														
Office Salaries	5311-101	329,662	45,508	65,338	87,890	120,353	143,567	162,736	185,082	210,933	-	-	-	63.98%
Travel-Staff	5311-102	500	215	215	221	228	228	228	228	228	-	-	-	-
Office Supplies	5311-104	6,000	645	979	2,136	2,577	2,718	3,398	3,481	3,481	-	-	-	45.60%
Postage	5311-106	3,000	71	71	71	1,071	1,071	1,071	1,071	1,071	-	-	-	58.02%
Machine Mtd/Deprec	5311-107	4,000	320	640	1,280	1,680	2,000	2,320	2,600	2,840	-	-	-	35.70%
Building Exp	5311-108	16,000	1,280	4,000	5,120	6,720	8,000	9,280	10,400	11,360	-	-	-	71.00%
Publication	5311-109	200	-	-	-	-	-	-	-	-	-	-	-	71.00%
Bid Advertising	5311-110	500	123	123	123	123	200	200	200	200	-	-	-	0.00%
Setback Admin	5311-113	200	-	-	-	-	-	-	-	-	-	-	-	40.00%
Telephone	5311-105	4,000	47	266	473	892	1,138	1,351	1,355	1,560	-	-	-	0.00%
Data Processing	5311-111	97,603	15,616	24,401	31,233	40,993	48,802	56,610	63,442	69,298	-	-	-	39.00%
Indirect Cost	5311-116	141,081	23,514	35,196	46,878	58,560	70,242	81,924	93,606	105,288	-	-	-	71.00%
Total		602,746	88,939	131,589	175,425	233,197	277,966	319,118	361,465	406,259	-	-	-	74.63%
SUPERVISION														
Salaries/Fringe	5319-100	424,300	35,853	55,474	77,447	107,970	128,922	146,958	166,752	184,891	-	-	-	43.58%
Car Expense	5319-200	48,000	7,880	12,000	15,360	20,160	24,000	27,840	31,200	34,080	-	-	-	71.00%
Other Expense	5319-300	2,000	138	197	197	343	401	460	518	609	-	-	-	30.45%
Jury Duty	5319-500	1,000	-	-	-	108	108	106	106	106	-	-	-	10.60%
Training	5319-600-700	22,000	587	795	12,090	12,966	13,138	16,079	16,079	16,109	-	-	-	73.22%
Total		497,300	44,258	68,466	105,094	141,545	166,567	191,443	214,655	235,795	-	-	-	47.42%
INTEREST/BONDS														
Insurance (1)	5316-000	104,391	16,703	26,098	33,405	43,844	52,196	60,547	67,854	74,118	-	-	-	71.00%
Radio	5317-400	7,500	1,200	1,875	2,400	3,150	3,750	4,350	4,875	5,325	-	-	-	71.00%
Grand Total		1,211,937	151,100	228,028	316,324	421,736	500,478	575,458	648,849	721,497	-	-	-	59.53%

INSURANCE(1) AT END OF YEAR PART OF COST TRANSFERRED TO MACHINERY FUND

71%

X Estimated